



**SAFE RETURN TO TENNIS**

# TENNIS COVID-19 INFO PACK

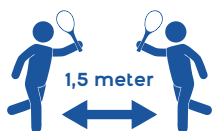
*Play your part, take personal  
responsibility for your safety  
and the safety of others*

## COVID-19 INFOGRAPHIC

### GENERAL SAFETY GUIDELINES FOR COACHES AND PLAYERS



Check COVID-19  
Coaching License



Maximum 4  
per court



Restrict balls  
to specific person



A Supervisor  
must be on duty



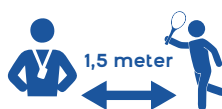
Minors to be  
dropped/fetched  
at entrance



Only attend during  
organized days



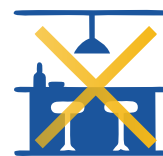
Plan for 15 min  
between lessons



Coaches to  
maintain distance  
from pupils



Only use of toilets  
in an  
emergency



Club bar/shop  
to remain closed



No sharing of  
benches or chairs



Change ends in a  
clockwise direction



Courts to be  
prepared by the  
coaches



After completion  
of lesson, return  
home



No parents or  
guardians permitted  
onsite

### BASIC HYGIENE RULES

- Always maintain 1.5 m distancing
- Wash hands before and after lessons
- No shaking of hands and no "high fives"
- Remember to sneeze in your elbow
- Remain at home if you, or any member of your family has any symptoms of COVID-19



Regulations can be found at

 [www.tennissa.co.za](http://www.tennissa.co.za)



# SAFE RETURN TO TENNIS



**NO MASK**  
**NO ENTRY!**



# TENNIS AND THE NATIONAL RISK ADJUSTED STRATEGY



[www.tennissa.co.za](http://www.tennissa.co.za)

CATEGORIES	LEVEL 5	LEVEL 4	LEVEL 3	LEVEL 2	LEVEL 1
<b>Must observe all general government guidelines</b>	Yes	Yes	Yes	Yes	Yes
<b>Tennis Clubhouse</b>	Closed	Closed	Closed	Open	Open
<b>Bathroom Facilities</b>	Closed	Emergency only	Emergency only	Open	Open
<b>Tennis Coaching</b>	Not allowed	Max. 2 players per court	Max. 4 players per court	Max. 8 players per court	Regular coaching
<b>Use of Floodlights at Clubs</b>	No	No	No	Yes	Yes
<b>Protective Masks upon arrival and departure</b>	Closed	Yes	Yes	Yes	Return to normal
<b>Social Distancing</b>	Closed	Yes	Yes	Yes	Return to normal
<b>Hand Sanitiser</b>	Closed	Yes	Yes	Yes	Yes
<b>Cleaning of Coaching Equipment</b>	Closed	Yes	Yes	Yes	Yes
<b>Handling of Tennis Balls - Coaching</b>	Closed	Coach only	Coach only	Return to normal	Return to normal
<b>Facility Access - Coaching</b>	Closed	Coach and players only	Coach and players only	Coach, players, parent	Return to normal
<b>Clubs</b>	Closed	Closed	Singles and doubles, Players to provide own tennis balls (marked)	Same as level 3	Return to normal
<b>Court Reservations - Coaching</b>	Closed	Made by coach	Made by coach/players	Made by coach/players	Return to normal
<b>Court Reservations - Club Play</b>	Closed	Made by member	Made by member	Made by member	Return to normal
<b>Maximum permitted – Club Play</b>	Closed	1 court per family	No. of courts = Max	No. of courts = Max	Return to normal
<b>Club Canteens</b>	Closed	Closed	Closed	Open for refreshments	Open for refreshments

# COVID-19 Summary Checklist



[www.tennissa.co.za](http://www.tennissa.co.za)

## Clubs, Schools, Academies and Training Centres

01

- Reviewing of Local Government COVID 19 Regulations - Ongoing
- Reviewing of TSA COVID 19 Guidelines and Regulations - Ongoing
- Venue meeting with coach and role players (committee members) to assign roles of COVID 19
  - Compliance Officer and Committee/General Responsibilities - Pre- Opening
- Displaying signage at venue - Weekly
  - Safety guidelines
  - Wearing of Masks
  - Summary Table
  - Any other info
- Ensuring basic services and utilities are working i.e. water, electricity - Weekly
- Access to Clubhouse in conjunction with Level/stage of lockdown - Weekly
- Thorough cleaning of Venue - Pre-Opening
- Provision of hand sanitizer - Daily
- Provide soap dispensers in bathrooms - Daily
- Keep internal doors open and remove dustbin lids (where possible and practical) - Daily
- Determine where venue screening will be done and set up table - Daily
- All onsite activities to stop by 18:00 daily - Daily
- Court booking system for coaches and permitted players - Daily

## Players

02

- Reviewing of Local Government COVID 19 Regulations - Ongoing
- Reviewing of TSA COVID 19 Guidelines and Regulations - Ongoing
- Maintaining of social distancing at all times - Daily
- Wearing of mask upon arrival at venue and when leaving the court - Daily
- No need to wear a mask during the actual playing session - Daily
- Familiar with basic guidelines in terms of changing ends and use of tennis balls - Daily
- No hand shaking or High Fives - Daily
- No social gatherings. Player to depart after playing/coaching session - Daily
- Reservation of court - Daily
- Adhering to number of players per court as per guidelines - Daily
- All onsite activities to stop by 18:00 - Daily
- Professional players to have IPIN number available if asked or ATP/WTA membership - Daily
- TSA players to have TSA number on hand if asked - Daily
- Do not leave home if not feeling well or showing possible COVID 19 symptoms - Daily
- No onsite showering - Daily
- Any other related exercise i.e. stretching and cooling down to be done at home and not at venue - Daily
- Arrive at venue prepared for activity - Daily

## Coaches

03

- Reviewing of Local Government COVID 19 Regulations - Ongoing
- Reviewing of TSA COVID 19 Guidelines and Regulations - Ongoing
- Meet with venue manager / committee to discuss daily routines and plans - Pre-Opening
- Coaches will automatically become Compliance Officers - Pre-Opening
- Ensure screening table is set up - Daily
- Daily register and indemnity forms to be completed upon arrival and prior to start of activities - Daily
- Ensure COVID-19 signage is displayed and up to date - Daily
- Registers to be submitted to TSA - Weekly
- Maintaining of social distancing at all times - Daily
- Wearing a mask upon arrival at venue and when leaving the court - Daily
- No need to wear a mask during the actual playing session - Daily
- Ensuring players adhere to wearing of masks - Daily
- Familiar with basic guidelines in terms of changing ends and use of tennis balls - Daily
- No hand shaking or High Fives - Daily
- Reservation of court - Daily
- Work on use of tennis balls and rotation of tennis balls between lessons - Daily
- Adhering to number of players per court as per guidelines - Daily
- All onsite activities to stop by 18:00 - Daily
- Lesson planning in advance along with sufficient time for players to leave prior to next session commencing (15 minutes) - Daily
- PPE Tool kit for sanitization purposes - Pre-Opening and Daily
- Ensuring players are compliant in terms of IPIN or TSA number
- Do not leave home if not feeling well or showing possible COVID 19 symptoms - Daily
- All equipment properly cleaned - Pre-Opening and Daily
- Ensure all players have left before leaving venue for the day or that club manager is on duty - Daily
- Promote COVID 19 hygiene and awareness at all times - Daily
- Have TSA Temporary COVID 19 License on person at all times - All Times
- Report any incidents to club manager - Daily



Tennis South Africa



@Tennis\_sa



@TennisSA

# COVID-19 Summary Checklist



[www.tennissa.co.za](http://www.tennissa.co.za)

## General Definitions

04

- Coach – TSA qualified and affiliated coach as seen to be in good standing by TSA and Provincial Association.
- Affiliated Club, School – Venue that is directly affiliated to and officially recognized by the respective Provincial Association and thereby with TSA.
- Private Court – No coaching will be permitted at any private residential court or court within a gated community
- Professional Player – Any player who has a current International Ranking i.e. ATP, WTA, WTT, WTT Juniors, ITF Wheelchair, ITF Seniors
- Club/League/Tournament Player – Defined as Phase 1 player in TSA document. Any player who has a current and active TSA number and participates in District / Provincial squads/leagues and or tournaments as recognized by TSA and the Provincial Associations
- Social Player – Defined as Phase 2 player in TSA document. All other affiliated TSA players who are also affiliated to their Clubs, Districts and Provinces
- No Flood Light Play – All playing activities (coaching and practice) to cease by 1800
- Social Gatherings – No social activities to take place at the venue after tennis activity i.e. gathering for braai or having a drink
- All definitions are in line with COVID 19 General Regulations specific to the lockdown stage

## Q & A

05

- May we plan coaching or training session after 18:00? | Not allowed
- May the club sell alcohol after tennis training? | Not allowed
- May I conduct regular group coaching of more than 4 players per court at a time? | No, only 2 players allowed under alert level 3.
- When arriving at venue, may I go to any open court and play? | No, you must first be screened
- I have attended training and two days later feel ill and start showing COVID 19 symptoms. What should I do? | Stay at home and immediately inform your coach
- When will league matches and tournaments commence? | In 4-6 weeks
- I am a coach at a school that does not want to approve my COVID-19 license and open for coaching. Can TSA help me? | Unfortunately TSA has no direct jurisdiction on a facility opening or not.
- Is the Temporary COVID-19 Coaching License free? | Yes, It is free to all TSA registered tennis coaches.
- Do I have to apply monthly for the COVID-19 License? | Yes, the COVID-19 coaching license is a month-to-month license

## Coach and Venue COVID-19 KIT

06

- Thermometer
  - Masks/screens
  - Extra masks
  - Disposable gloves
  - Foggers to decontaminate
  - Hand Sanitisers
  - Hand wash
  - Markers/red tape
  - First Aid Kit
- Additional: Foot pumps, Counter Screens



Tennis South Africa



@Tennis\_sa

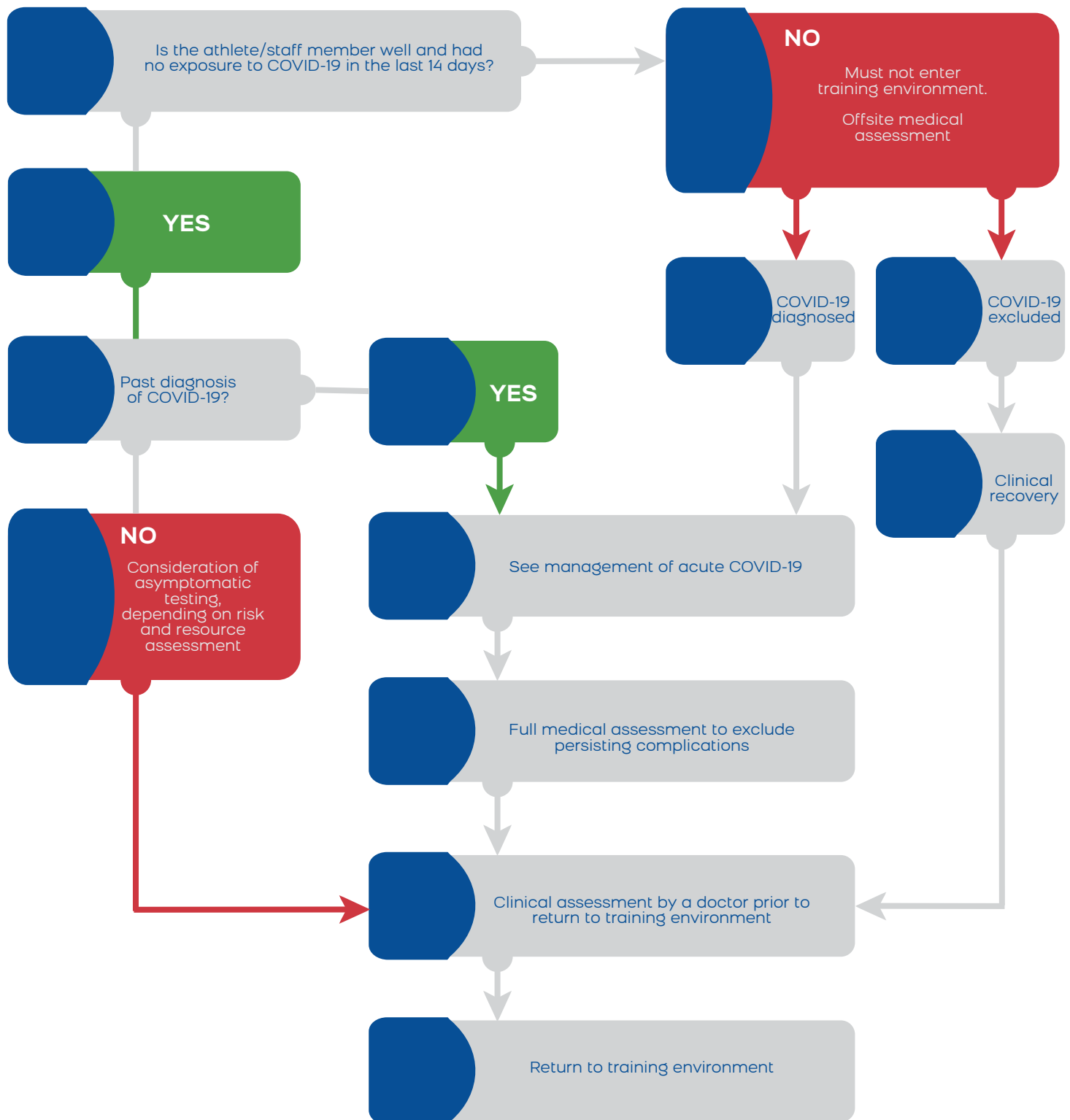


@TennisSA

# PROTOCOLS FOR MANAGING COVID-19 POSITIVE CASES



[www.tennissa.co.za](http://www.tennissa.co.za)



# COVID-19 ATHLETES, SUPPORT STAFF & OFFICIALS SCREENING QUESTIONNAIRE



 [www.tennissa.co.za](http://www.tennissa.co.za)

FULL NAMES:

CONTACT NUMBER:

CLUB / CENTRE:

RESIDENTIAL ADDRESS:

CONTACT DETAILS OF PERSON/S  
LIVING AT SAME RESIDENCE:

HAVE YOU BEEN IN CONTACT WITH ANYONE THAT HAS HAD COVID-19? YES ☐ / NO ☐

DO HAVE SUDDEN ONSET OF ANY OF THE FOLLOWING SYMPTOMS? FEVER / COUGH / SHORTNESS OF BREATH / SORE THROAT / LOSS OF SMELL OR TASTE: YES ☐ / NO ☐

**N.B:** Should you respond YES to any of the above symptoms, please:

- Stay at home
- Practise self-isolation
- Contact a medical professional to discuss your symptoms and further actions that may be required

TO THE BEST OF YOUR KNOWLEDGE, ARE YOU CURRENTLY FREE OF COVID-19? YES ☐ / NO ☐

BY SIGNING THIS FORM, I HEREBY DECLARE THAT I AM FIT, AND IN GOOD HEALTH AND CAN RESUME TRAINING.

DATE(MM-DD-YYYY)

SIGNATURE .....

# TRAVEL GUIDE PERSONAL DECLARATION FORM



 [www.tennissa.co.za](http://www.tennissa.co.za)

FIRST NAME:

LAST NAME:

CONTACT NUMBER:

HAVE YOU VISITED OR RETURNED FROM OVERSEAS IN THE LAST 14 DAYS? **YES** ☐ / **NO** ☐

PLEASE INDICATE YOUR RETURN DATE IF YOU HAVE ANSWERED YES IN THE PREVIOUS QUESTION.

HAVE YOU BEEN IN CONTACT WITH ANYONE WHO HAS VISITED OR RETURNED FROM OVERSEAS IN THE LAST 14 DAYS? **YES** ☐ / **NO** ☐

PLEASE INDICATE THE DATE OF CONTACT IF YOU HAVE ANSWERED YES IN THE PREVIOUS QUESTION

I acknowledge that the information I've given is accurate and complete.

DATE(MM-DD-YYYY)

SIGNATURE .....

# VENUE FACILITY CHECKLIST FOR DAY TO DAY TRAINING



 [www.tennissa.co.za](http://www.tennissa.co.za)

## VENUE CHECKLIST

GUIDELINES TO A SAFE AND HEALTHY COACHING EXPERIENCE	COMPLETED	TO BE COMPLETED
1. Necessary Screening and Sanitising of Equipment		
1 a. Screening Desk and main entrance		
1 b. Thermometer / Temperature Gauge		
1 c. Hand sanitiser at entry point for each court		
1 d. Sanitiser wipes for cleaning of tennis equipment and gate / door handles		
1 e. Daily attendance register		
1 f. Disclaimer forms		
2. COVID-19 Tennis Documents to be on display		
2 a. COVID-19 infographic		
2 c. Summary of guidelines		
3. Manning of the screening desk and ensuring access control		
4. Cleaning/Sanitising of equipment between match sessions		
5. Cleaning/Sanitising of equipment at the end of the day		
6. Emergency numbers available for reporting and providing support		
7. Self isolation room at the venue		

*Good luck, welcome back on court and please stay safe !*



Club/Venue: ..... Name of Safety Compliance Officer: ..... Month: .....

Safety Compliance Officer Signature:.....

[illegible]

Comments / Concerns:.....

# COACHING – COVID-19 COMPLIANCE RECORD SHEET



Coaching Venue/Club: ..... Name of Licensed Coach: ..... Month.....

Coaches Signature..... Name of Safety Compliance Officer:.....

DATE	TIME IN/OUT	PLAYER NAME	TEMP READING	NAME AND CONTACT NUMBER OF PARENT/GUARDIAN	PARENT/GUARDIAN SIGNATURE

Comments / Concerns:.....

# PARENT / GUARDIAN / PLAYER INDEMNITY FORM



 [www.tennissa.co.za](http://www.tennissa.co.za)

I, on behalf of myself and any minor child/children for whom I have the capacity to contract, hereby acknowledge and agree to the following:

1. I acknowledge and understand that the circumstances regarding COVID-19 are changing from day to day and that, accordingly, the SA Government, the Centre for Disease Control and Prevention and Tennis SA guidelines are regularly modified and updated and I accept full responsibility for familiarizing myself with the most recent updates.
2. I acknowledge and fully assume the risk of illness or death related to COVID-19 arising from my or my child/children being on the premises and participating in tennis practices.
3. I understand the risks associated with COVID-19 and understand the manner in which the virus spreads.
4. I am aware of, and understand, the policies that Tennis SA has implemented in order to minimise the risk of transmission of COVID-19. Policy requirements set out by Tennis SA and the Government of South Africa can be found on [www.tennissa.co.za](http://www.tennissa.co.za)
5. Given the nature of the COVID-19 virus I know and understand the risks associated with participating in tennis or tennis coaching. I accept these risks and agree that I cannot hold the coach/venue/club/Tennis SA or its staff liable for the transmission of, or any outbreak of, the virus at the venue. I indemnify, waive any right I might have to institute any claim of any kind against the venue or its staff and in relation to COVID-19.
6. This document does not exclude or limit any liability that is not capable of exclusion or limitation by law.
7. I agree and undertake that:
  - a. I, and my child/children, will adhere to all policies that Tennis SA and National Government have put in place with regard to COVID 19.
  - b. If I or my child/children or any members of my family show any symptoms of COVID 19 or are sick at all, we will stay at home. These symptoms include, but are not limited to, cough, fever, tiredness, sore throat, runny nose, shortness of breath, diarrhoea, headache, loss of taste or smell, rash or chest pain.
  - c. I will inform the coach and/or the venue/club compliance officer as well as one of the TSA Compliance Officers immediately if I or my child/children or if anyone else in the household has been infected with COVID-19. In this event, our family will undertake to quarantine the entire family for 14 days.
8. In order to ensure the safety of all players and staff, I will wear a mask and will provide my child/children or any other family members with masks and explain to them that the masks must be worn at all times when at tennis except during play on court.
9. I confirm that before I, my child/children or any other member of the family returns to tennis I will teach them how to put the masks on and take them off and how to wear them properly. I acknowledge that:
  - a. I will ensure that I and my children are proficient in the use of their masks before coming to tennis.
  - b. I will ensure that my own and my child/children's clothing and masks will be washed daily.
  - c. I will educate my child/children and any other family members about social distancing and its importance.
10. My current contact details have been provided to the coach/venue/club and are correct and valid.

**I/WE DO HEREBY DECLARE AND CERTIFY THAT I/WE HAVE READ THIS DOCUMENT AND I/WE FULLY UNDERSTAND ITS CONTENT. I AM / WE ARE AWARE THAT THIS IS AN INDEMNITY AND RELEASE OF LIABILITY AND I/WE SIGN IT OF MY/OUR OWN FREE WILL.**

SIGNED at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_

.....  
PARENT/GUARDIAN/PLAYER  
(Name and Surname)

.....  
PARENT/GUARDIAN/PLAYER  
(Signature)

## COVID-19 EMERGENCY HOTLINES

### National Government

Website:

[www.sacoronavirus.co.za](http://www.sacoronavirus.co.za)

Emergency Hotline -

0800 029 999

WhatsApp Support Line -

0600 123456

### Tennis South Africa:

Website:

[www.tennissa.co.za](http://www.tennissa.co.za)

Emergency Hotline and WhatsApp support – 083 944 3973 (Iain)

Emergency Hotline and WhatsApp support – 083 422 8110 (Ephraim)