



COVID –19 Guidance

Getting Back on Track

Issue Two

24th June 2020

IMPORTANT NOTICE

These guidelines are under constant review to keep in line with the UK Government Guidelines and to be read in conjunction with the MCF Code of Practice and MCF Regulations

Table of Contents

Protective Measures

Social Distancing	3
PPE	3

Event Cover

Insurance and Permitting	4
--------------------------------	---

Event Staff and Riders

Event Officials	4
Applying to ride	4
Declaration/Entry	4
Entries and Payments	5
Signing On/Checking In	5
Licencing	5
Competiton Licencing	5
Practice Event Licencing	5
Rider PA Cover	5

Event/Practice/Training Requirements

Medical Cover	5
Hospital / Police Notification	5
Track and Race Control	6
Competitor Numbers	6
Practice Event Numbers	6
Paddock Parking	7
Spectators	7
Camping	7
Family Members in Attendance	7
Youth Rider Assistance	7
Sanitary Requirements	8

All enquiries concerning the MC Federation should be addressed to:

MCF (Sports & Memberships) Ltd., Boston House, Grove Business Park, Wantage, Oxon, OX12 9FF

Telephone: 08454 750057

office@mcfederation.com

Usual MCF office hours are 09:00 to 17:00 Monday to Friday.

Protective Measures

Social Distancing

In line with the current UK Government Guidelines state that from the 4th July in ENGLAND a 1 metre distance between individuals outside of the household will apply. If ignored, this provides opportunities for the virus to spread. By maintaining 1 metres between individuals, it will help stop the spread and must be applied in all areas. Other parts of the UK such as Wales and Scotland are currently maintaining the 2m rule and in Wales there are also currently restrictions on travel away from home.

This affects how we enter, pay, sign on, interact with track officials, fellow riders and conduct ourselves at venues.

The UK Government will continue to keep the public and businesses informed of the impact of COVID-19, and the measures of social distancing set out will be kept under constant review.

These measures will be revised on an ongoing basis by the UK Government and associated departments.

They will be replaced or amended if the scientific evidence supports doing so and in some cases can be different in Wales, Scotland, Northern Ireland, Channel Islands, Counties and or Towns.

If the social distancing is ignored, this could impact on the transmission of coronavirus in our communities, and further restrictions will have to be implemented again by the government.

Safe distance notices to be placed at the entrance and around the venue as reminders to attendees. MCF will send out the artwork for these notices to be printed out by organisers.

PPE

A rider's kit is classified as PPE. (Personal Protective Equipment).

Auto and Junior 65 'Parent pick ups' PPE – a medical mask would be advised due to the nature of running around and picking up non family riders and in contact with others.

Guidance on Recommended Personal Protective Equipment (PPE)

The following guidance is based on that provided by Public Health England, Public Health Wales, Health Protection Scotland, Academy of Medical Royal Colleges, Public Health Agency and NHS (May 2020). This advice may change from time to time as government guidelines are amended.

The following Government guidance applies to EVERYONE:

- Follow basic hygiene requirements for hand washing with soap and water or use of hand gel with a minimum alcohol content of 60%. Hand gel should be carried by everyone
- Maintain social distancing.
- Use appropriate PPE when / where required.

The following guidance applies to MARSHALS/OFFICIALS:

- Always maintain social distancing
- It is advised to wear a face mask and gloves if desired.

Medics are responsible for their own PPE and carry out their duties as per Covid-19 ruling issued for the medical services.

EVERYONE MUST BE MADE AWARE COMMUNICATING WHEN WEARING A FACE MASK IS MORE DIFFICULT.

Event Cover**Insurance and Permitting**

During this period, to allow the MCF to support organisers and events, permit applications must be received at least two weeks before the event with no exceptions. Clubs will be protected under our Public Liability insurance, in the same way, providing that we have sanctioned the event, a permit is in place, and these guidelines are adhered to in conjunction with the MCF Code of Practice and MCF Discipline Regulations.

Event Staff and Riders**Event Officials**

Officials are encouraged to bring with them the PPE they feel comfortable with.

Applying to Ride

In line with UK Government guidelines for contactless registration for events and activities, Competitors must pre-enter and pay without exception, this will allow clubs/venues to control exactly who is attending, to manage numbers and eliminate physical contact. Clubs must decline or turn away riders who do not adhere to this.

Payment can be by any number of ways which the organiser can dictate and manage.

The MCF have created an online declaration system and this is made available to all clubs at no charge.

Clubs can use any other online systems as long as the MCF declaration wording is used and compulsory questions are not avoidable. This can be sent from the MCF office if requested via email.

Declaration

Competitors/Riders are sent a link from the organising club where they will be able to complete online declaration titled with the club and date of event.

Once completed, the declaration is emailed directly back to the event secretary from the competitor, plus a copy to the MCF. This helps the MCF and the organiser with a more efficient, paperless post event reconciliation. The event secretary can also access a spreadsheet of all those competitors who have entered the event so as to be able to create the event check list.

One major change and inclusion in the declaration is the part they currently have to acknowledge and accept with a signature on the day (signing on sheet), which is that it is the Competitor and or Parent/Guardian's responsibility to withdraw from the event if they are not satisfied with the track, layout, conditions including weather, in their own ability and physical condition to go out on track. Plus the current Covid-19 questions – self declaration.

The focus is now on competitors/riders declaring and notifying the event secretary of any changes by SMS, Email etc and that by them going out on track, past the Acceptance signs at the track exit, they accept all the conditions before them.

Two of the points changed on the declaration now read:

- I will satisfy myself (by walking, sighting lap or otherwise) before taking part that the venue, track and weather conditions are acceptable to me with regards to its features, physical layout and condition. If not in any way satisfied or confident with the conditions, I will withdraw from the event.
- I will tell the event secretary or appointed official immediately if, for any reason, I believe that I am no longer able to satisfy the terms of this Declaration or I become aware that I have become unable to compete due to physical or other disability.

NB. The online declaration (Entry) does include questions and details which are compulsory to complete and if ignored stops entrants from progressing to a completed submission. This is a great asset to being able to achieve contactless and a better way in general for whatever the new normal will be.

Entries and Payments

Online entries, licences and payment by card or other means of online money transfer such as PayPal are essential to eliminate physical contact. This can be via your own existing online booking in system

Signing On / Checking In To Events

With the online declaration system, its wording and new MCF Acceptance notices, there is no need for riders to physically sign on. They are just required to check in with licence ID and checked against a confirmed entered list to ensure no NON pre entered riders attend the event.

Check in is to be carried out by an official with an accepted competitors check list, behind a screen if preferred. When using a gazebo it must not be enclosed, open sided only and everyone in the queue and at check in must maintain current UK Government safe distance ruling.

Where an organiser uses wristbands, at this stage, the competitor can take a wristband, fit it on themselves in front of the official and proceed with their day.

Hand sanitiser must be available at this point.

Licencing

It is important that competitors are encouraged to take out one of the MCF Full licences options. From the 4th July One Event Competition licences will be available online as part of the declaration, the focus is that they are completed pre event and pre arrival to the event.

Each competitor having a licence is a major assistance to the event organisers. They are identifiable at event check in via the photo on the licence and medical declaration is seen and checked before the event.

It is essential that if a competitor has a current licence, that he/she brings it when checking in. If Competitors do not have a current full MCF Licence and have pre entered, therefore completing the medical declaration which is part of the online declaration, then they will need to produce personal photo ID at event check in. Such as a driving licence or in the case of a minor, a passport must be shown.

The event secretary will also have access to the 2020 MCF licence holder database.

Practice event Licence

All riders attending a practice event (without exception) an Annual Practice Licence or can take out any of the Club, National, International or MCF 2020 Non-Contact Competition licence (NCC) at least 7 days prior to the event.

Practice and NCC (Non Competition) Licences DO NOT carry personal accident insurance.

Rider Personal Accident Cover (PA)

MCF Annual licence holders have PA cover in place to the selected level, providing the rider is signed on at an officially permitted event. In the case of the MCF CLUB licence, this is for MCF events only. One Event Competition Licences **DO NOT** come with PA cover.

Event/Practice/Training Requirements

Medical Cover

Medical cover will still need to be in place as per current MCF regulations and suitable for the number of riders in attendance and type of event that is taking place.

Hospital Notification As per MCF Code of Practice - ;

It is important during these ever changing and demanding times on the NHS and services that we carry out the task set out point 4 under Medical Services - General of the MCF Code of Practice which is;

4. The nearest hospital, with an Accident & Emergency Department, must be notified in writing of the time, date and place of the meeting.

This, the medical services for the event would do but due to the regional changes and demands we advise that you check this has been carried out.

Also in the MCF Code of Practice;

Police Notification

Although there is no requirement to notify the police, it is wise to do so by simply sending the police authority/ies through which your event runs, a copy of a publicity sheet, or event diary, highlighting the date and location, and mark it “for information only”.

Track and Race Control

Pit Box / Track Entrance & Signage must be laid out to be able to comply with the UK Government social distancing guidelines. It is advised to restrict the number of people in this area to riders and one family member to assist them, but all depends on the space to be able to maintain UK Government social distancing rules. Ensure the area is extended to accommodate this.

The final visual reminder to competitors and their parent/guardian, will be the Competitor Acceptance sign which are signs posted up at least 1m from the ground (example below) and printed to edge of at least A3. By going past the Acceptance sign and out on to track they accept the general conditions of the event, track, themselves, their machine and the weather

These signs need to be either side of the entrance to the holding area/pit box and either side of the exit from said area.

The checking of this has been added to the Clerk of Course pre event Risk Assessment and post event check list.

Competitor Numbers

Phase Two: Which was introduced **from Saturday 6th June** - Practice & Training events commenced. These were non competition, no starts, riders released one by one.

Practice numbers:

Up to the 4th July numbers are restricted to 50 riders per session.

From the 4th July the number of riders will be determined by the space at the venue to be able to maintain the current UK Government rules on social distancing at the time of the event. MCF Rules and regulations for numbers on track and groups are as per the MCF regulations. For practice events, due to traceability No spectators allowed.

Phase Three: Effective from Saturday 4th July

Competition/Race events can commence under the MCF guidelines.

Competition Events

From Saturday 4th July, as long as UK Government social distancing rules can be enforced and maintained throughout the event along with the vehicle parking distances, then the number of riders which can take part in an event is purely dictated by the event management team/committee and the venue space.

The number of competitors / riders out on track must not exceed the MCF circuit certificate which was created after MCF circuit inspection.



Spectators

We are waiting on clearer government guidelines. UK Government have said they will be releasing details on traceability of public/spectators at venues. As our events are in open spaces we see this as an advantage. Any different interpretation to this or clarity we will inform you.

Paddock Parking

Vehicles are to be parked with the current UK Government's Social distancing measure taken in to account. While in attendance, riders will be required to keep a safe distance from other members and event staff that do not share the same household, maintaining social distancing around the event at all times.

Safe distance notices (which MCF will supply the artwork for) to be placed around the venue as reminders to attendees.

Camping

As of the 4th July in ENGLAND camping is permitted once again. We await further guidance for Wales, Scotland, N Ireland and Channel Islands.

Using the current UK Government guidelines, created with the major government recognised caravan and camping organisations.

Sensible social distancing, pitches need to be of a good size and linked vehicle parking will not be possible when maintaining the social distances.

Campers should use their own toilets where possible and empty them at their home.

Family members in attendance

UK Government guidelines on households and interaction between other households is to be maintained.

Competitors should not have people with them who are susceptible to contracting Covid-19 or would be at high risk if they contracted the virus. They should also not attend if they have shown any of the UK Government recognised symptoms within the 14 days leading up to attending the event or the day of the event.

Despite all the measures in place at events and their efforts to reduce the chance of attendees transmitting the virus, we cannot guarantee their complete safety from contracting the virus whilst at the event.

Youth Rider Assistance

Auto and Junior 65 'Parent pick ups' PPE – a medical mask would be advised due to the nature of running around and picking up non family riders and in contact with others.

Officials/Staff Signing On

Declaration forms for staff and officials are individual and can be completed online prior to the event. If Officials can only complete these on the day of the event they complete a paper form and once completed be posted in a box at event check in where they will receive any event equipment required to carry out their event duties.

Radios, if used. must be assigned to event staff for the event and not changed between people without disinfected/sanitising and should be sanitised / cleaned between events. This is the case for race control flags etc.

Sanitary Requirements**THIS IS FOR GUIDANCE AND NOT MANDATORY**

Toilets are to be positioned considering safe distancing when waiting and exiting units. Where possible book toilets with compact sinks and or hand sanitiser dispenser.

Hand washing is one of the UK Governments loudest messages and therefore sanitising facilities are essential in this area once units have been exited.

These are the guidelines issued by the major event toilet providers:
When you get your portable toilets or toilet trailers, the next step is to create a practical and realistic cleaning rota. If the toilets get used frequently each day, you'll need to ensure that the facilities are clean every hour.

You should also keep in stock plenty of cleaning essentials, such as:

- Toilet rolls;
- Hand soap;
- Hand sanitiser (even if we aren't supplying them to you with your portable toilets);
- Disinfecting floor cleaner;
- Disinfecting wipes and spray for all used surfaces;

Set up a hand sanitising station

Lastly, it makes sense to ask people to apply hand sanitiser to their hands before and after they enter the portable toilets. Doing so significantly helps reduce the spread of COVID-19.

This could be as simple as fixing a dispensing bottle of hand sanitiser to the entrance.

Those in attendance are advised where possible to use their own toilets and to empty them at their own base/home.

All the information is guidance based on the latest UK Government advice so that we are all able to get back on track.

It will take the cooperation of all organising clubs, track staff, competitors/riders and accompanying persons.

The advice and guidance are subject to change at any time due to the fluid nature of the current situation and will be updated and/or amended as and when necessary.