

### Key Principles



- All persons on any Event site to adhere to PHE, PHS & HMG guidance and advice on Social Distancing Measures (<https://www.gov.uk/coronavirus>) (<https://www.gov.scot/coronavirus-covid-19>) and any direct guidance for sport resumption. Check Lockdown, Rules and Covid-19 Restrictions in your area.
- For Events in Scotland – Riders must remain in their own bubble, and can only mix with people in their bubble. (Maximum 5 households/15 people) and social distance from other bubbles at all times.
- No non-essential persons on Event site– sport delivered ‘behind closed doors’
- Volunteer and Key Personnel to be kept to a minimum throughout the Event
- Competitors to complete their event and to leave venue as quickly as possible. Details of all support staff and connections should be available for Test and Trace requirements. The lead person (Competitor) is responsible for ensuring information can be provided for their support staff and owners if required. As an addition the NHS QR Code may be available to scan for people on venue if they have the NHS Covid-19 App as part of the NHS Test and Trace Service in England. (<https://covid19.nhs.uk>)
- Support – 1 x Rider and 1 x Support per Horse
- Riders and Support to bring their own PPE – Face Coverings, Gloves and Hand Sanitiser. For use in situations where Social Distancing is not possible (Retrieving injured or loose horses for example)
- For competitors competing at venues holding FEI Classes, please note the FEI recommend the use of face masks/coverings to all on venue except competitors/athletes whilst mounted and riding/training. Please check with each event as to the policy they will be adopting over and above BE National protocols.
- For advice and protocols on Foreign Travel and Competing abroad please see up to date information on BE Website.

### Pre - Event



- Entries, Start Fees and any additional Fees to be paid online
- Withdrawal & Refund Policy – As per Chapter 4 of Members Handbook
- Horse Substitutions – As per Rule 4.7 in the Members Handbook save for, No Rider substitutions. Substitutions must use the same phase times as the original horse. All requests need to be via email or text prior and during event. On event substitutions need to with the permission of the BE Steward. The event can take electronic payment only or head office can deal with payment
- Pandemic Refund Policy – Covers the period between ballot date until 3 days prior to start of competition
- Pandemic Refund Date – Three days prior to the published start to the event
- Pandemic Refund Policy & Abandonment Insurance - Please Refer to Rule amendments & Sport Updates
- Competitor Limits – Competitor numbers will be limited for all events for the remaining of the 2020 Fixtures until further notice. As guidance allows we will review and adjust where appropriate.
- Bib Numbers – Competitors to print their own Bib Numbers before arriving at the event.
- Multiple Riders – As per Rule 4.2.2 and will remain under review



### On Arrival at Event

- **Lorry Parking - 10m** Space between Lorries if tying up on both Sides, **5m** Space between Lorries if tying up on one side, **3m** Space between Lorries if not tying up outside. Please follow instructions of event staff
- **Arrival** – Please show your Bib numbers for check in to venue
- **Owners** – Separate Parking area . No parking allowed in the Lorry Park
- **Owners** - 1 Owner per horse / 2 Owners per horse if from the same household . Membership Cards to be shown or **NO Entry**. For events in Scotland – **NO** Owners permitted
- **Children** – . A maximum of 2 x Children of 11yrs old or under (connected to the rider) may attend and must stay under the direct supervision of the support team and or owners. Children over 11 years of age may attend if competing or where they are the support person for the rider permitted by these protocols. All children must abide by the protocols for sport resumption.
- **U18 Riders (Youth)** – Two parents/guardians are allowed if absolutely necessary. If two parents attend, **NO** other owners are permitted. For Events in Scotland a parent or guardian of an U18 rider or vulnerable adult may attend.



### On Event

- **Dogs strictly on leads at all times-** Organisers can set additional venue specific rules
- **Event Site-** Refreshment and essential Saddlery/Equine trade stands will be allowed on venue employing strict SD measures. Photography and Video allowed - Online sales only. **No screens.**
- **Event Information** - No on site Event Office/Secretary. An optional **Information Point** for competitors to summon assistance i.e. Vet Farrier etc. All other event specific information available online via the website & E Programs
- **Random Passport & Vaccination & Body Protector checks will continue**
- **Hat Tagging - Please contact an appropriate Steward or Information Point**
- **Communications & Public Address** – PA available for H&S announcements in Lorry Park, Show jumping and Cross Country - Commentary is not mandated for events.
- **Toilet & Welfare Facilities** – Please adhere to all instructions – Use your own Lorry facilities if you have them available.

# BE Sport Resumption

## Members



### Dressage Phase

- **Arena Stewards** - Please respect personal space of all stewards at all times
- **Warm up areas** - Warm up areas are restricted to numbers, as per our resumption plan. Maximum competitor numbers will be displayed on the entrance and controlled by stewards. **No Trainers or Coaches in warm up areas.**
- **Riding** – Whilst mounted please keep your Social Distance from all competitors, even if you are in the same bubble – **Our Stewards do not know** -



### Show Jumping Phase

- **Arena Stewards** - Please respect personal space of all stewards at all times
- **Warm up areas** - Warm up areas are restricted to numbers, as per our resumption plan. Maximum competitor numbers will be displayed on the entrance and controlled by stewards. **No Trainers or Coaches in warm up areas.**
- **Riding** – Whilst mounted please keep your Social Distance
- **Warm up fence stewards** - Venue may provide Fence Stewards or a rider may provide 1 x groom/connection to raise practice fences **Disposable or non porous gloves to be used. Alternatively if hand sanitiser is available, hands can be cleaned before and after handling warm up fences**
- **Course Plans** - Posted Online and/or large onsite boards
- **Course Walking** – Keep your Social Distance and DO NOT TOUCH FENCES OR POLES
- **Arena** – Separate exit and entrances



### Cross Country Phase

- **Arena Stewards** - Please respect personal space of all stewards at all times
- **Warm up areas** - Warm up areas are restricted to numbers, as per our resumption plan. Maximum competitor numbers will be displayed on the entrance and controlled by stewards. **No Trainers or Coaches in warm up areas.**
- **Riding** – Whilst mounted please keep your Social Distance from all competitors, even if you are in the same bubble – **Our Stewards do not know** -
- **Course Plans** - Posted Online and/or Cross Country App



### Scoring & Results

- **Scores – No scoreboards or Screens will be used on venue.** All scores to be accessed on line either through BE Website or other Live Scoring platform on mobile devices. Scores will be final by 23:59 hrs. on the day of competition.
- **Prizes – No** formal Prize givings will be held. Awarding Prize Money is not mandated and if given it will be paid by BACS, competitors need to ensure they have emailed an **Online Prize Money Claim Form** to Organiser.
- **Rosettes & Prizes in Kind** - If awarded will not be on event.
- **Dressage Sheets** – Policy for returning Dressage Sheets to be detailed in Event Schedule. Several options may be available: SAE Envelopes, Ability to photograph sheets at Information Point before sheets can be released or a drive through collection on exit, if the organiser is employing a data capture process, and the sheets can be released in time to satisfy the Arrive, Compete, Leave protocol.
- **Prize Money and Prize Policy** should be stated in the schedule and correct at the time of entry
- **Objections & Scoring Queries** – These will be dealt with over the phone or by email with the BE Technical Adviser and/or BE Steward for the competition.

### Score Queries & Discipline

- **Queries & Objections** – All queries and objections will need to be communicated to the BE Technical Adviser or BE Steward via Mobile Telephone / email / or on event. This will have to be done, where possible, before the competition has concluded whilst volunteers and judges are still on venue or at the latest by **20:30 hrs.** on the day of competition relating to the score.
- **Process for Queries** – The BE Technical Adviser will investigate the query and gather all evidence. On the basis of the evidence the BE Technical Adviser and BE Steward will decide on the course of action.
- **Result of Queries** - These will be communicated by Mobile Telephone or email to the competitor, by either the BE Steward or Technical Adviser.
- **Appeal Process** – There is no appeal relating to any aspect of the competitors score once a decision by the BE Steward has been made (Rule8.2.3)
- **Discipline** issues will be dealt with where appropriate face to face in a Socially Distant manner or via telephone/email and as per Chapter 3 of the BE Rules and Members handbook.



### Sanitisation & Waste Management



- **Waste Management** – Members are encouraged to take home all their waste.
- **Toilets & Welfare** - Hand washing or sanitizer available **both** outside before entering and inside. Please follow all instructions
- **Hand Sanitiser** – Stations to be provided where appropriate for all on venue. Members are encouraged to bring their own hand sanitiser.



### Long Format Competitions & Overnight Stay – General Protocols

- **Overnight Stays (Short Format)** - Numbers staying on site to be restricted to competitors and 1x direct support per horse.
- **Long Format Competitions** – These competition types recognise the need for additional assistance in the management of horse welfare, specifically on the XC phase and official Horse Inspections. In addition to the protocols for support teams and owners identified in this document, the following to be implemented for Long Format Competition Horses ONLY ;
  - -Competitor with one horse – An additional 1 x support staff
  - -Competitor with two horses –An additional 2 x support staff
  - -Competitor with three or more horses – An additional 3 x support staff
- Details of all support staff and connections should be available for **Test and Trace** requirements. The lead person (rider) is responsible for ensuring information can be provided for their support staff and owners if required. As an addition the NHS QR Code may be available to scan for people on venue if they have the NHS Covid-19 App as part of the NHS Test and Trace Service in **England**.
- Competitors to be reminded to observe all social distancing rules and not share facilities/space within lorries.
  
- Some Events may use a competitor **WhatsApp** group to push Event Information.
- A Wristband system may be used to control and monitor people on site
- **Riders Briefings** – To be conducted outside with Social Distancing or via Facebook Live streaming
- **D Box/Preparation Areas** - All support staff , Medical and Vet to wear face coverings and gloves when appropriate and social distancing cannot be maintained
- **Horse Inspections** – Number of Horses allowed in preparation and holding areas to be clearly marked
- **Photography & Video** – On line viewing and Sales only, but a Click and Collect system may be employed for Long Format competitions.



## BE Sport Resumption

### BE Organisers & Venues - Protocols

#### Overnight Stay- On Site Stabling

- Stable Manager services to be done online/pre event where possible. On site Stable Manager Office to be in a protected and social distant environment..
- Stables will be thoroughly cleaned before use.- **NO 'hot' stabling over event**
- Communal contact points and facilities should have hand sanitiser available for use- Next to water taps, wash down areas and muck trailers.
- NO Stable equipment to be shared between competitors
- Signage reinforcing social distancing and hygiene will be displayed.
- **If Social Distancing is likely to be compromised – Face coverings to be worn. Events have the right to mandate Face Coverings if considered necessary.**



#### Overnight Stay – Facilities & Welfare

- Lorries in overnight lorry park should be minimum 3m apart.
- Separate lorry parking area for overnight stabling competitors
- Competitors to be reminded to observe all social distancing rules and not share facilities/space within lorries. **The rule of '6' to be adhered to at all times**
- C19 stewards to monitor overnight lorry parks
- Competitors will be encouraged to use facilities in their own lorries where possible
- Toilets and Showers should be cleaned three times a day
- All facilities should have hand sanitiser available for use
- Numbers of people using shower facilities should be restricted depending on facilities
- Adequate signage should be displayed throughout facilities



#### Courtesy Vehicles / Shuttles

- Courtesy vehicles and shuttles should be considered public transport and face coverings must be worn. This should be communicated to all competitors, owners and support staff on venue.
- Regular cleaning of vehicles should take place, and hand sanitiser should be available at pick up/collection points