

Key Principles

All persons on any Event site to adhere to 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.

- **The Rule of 30**- This will be the overriding principle for all outdoor social contact. All persons on venue to comply with the rule of 30.

- **Rule of 6** – This will be the overriding principle for all indoor social contact. All persons in indoor structures to comply with the rule of six (not two households, as this will be difficult to steward and police) and for groups to keep a 2m Social Distance.

- **Test & Trace** - 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>)

- **Behind Closed Doors Policy** – **Events may be able to open doors for wider public attendance, but they reserve the right to run Behind Closed Doors – check BE schedule for up to date information.**

- **Support Team** – **1 x Rider and 4 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 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. Substitutions must use the same phase times as the original horse. All requests need to be via email or text prior and during event and 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. This is set by each Event and published on Event Schedule.

- **Competitor Limits** – **The Maximum number of entries which may be accepted by Events from the point of sectioning onwards will be 280. This will remain under review.**

- **Bib Numbers** – Competitors to print their own Bib Numbers

- **Multiple Riders** – As per Rule 4.2.2

- **Support Team** – **1 x Rider and 4 x Support per horse.** A maximum of 2 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 permitted.

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** – **No restrictions on numbers of Owners in attendance. Owners whose horses are not competing will not be 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 permitted.

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.**
- **Trade Stands** – **In line with the opening of non-essential retail, additional trade stands will be allowed. Numbers will be limited and appropriate to the size of the event site.**
- **Indoor Hospitality** – **This will be allowed to resume under government guidelines.**
- **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.
- **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

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. *Trainers or Coaches allowed 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. *Trainers or Coaches allowed 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. *Trainers or Coaches allowed 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

Event Scores & Results

- **Event 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.
- **Dressage Sheets** – Policy for returning Dressage Sheets to be detailed in Event Schedule. Several options may be available: SAE Envelopes via an internal postbox, the ability to photograph sheets at Information Point, collection at an Information Point or a drive through collection on exit. Collection of sheets may require **Face Coverings** to be worn

Event Prizes

Prize Collection – A prize collection system may be operated with appropriate social distancing in place. Events wishing to offer a more formal prize giving may do so but prize winners are limited to 1 x Support, to be present, to allow the rule of 30 to be maintained. **Face coverings to be worn.** Please see BE Schedule.

- **Prize Money and Prize Policy** - This will be stated in the Event Schedule and correct on Entries Open Date. Prize Money will be paid by BACS, competitors need to ensure they have emailed an **Online Prize Money Claim Form** to the Event.

Prize money will be awarded as a minimum to 4th place, with the following exceptions;

Where there are less than 10 starters - 1st place

Where there are less than 16 starters - 1st & 2nd place

Where there are less than 22 starters - 1st to 3rd place

- **Additional Days** - If an Event is permitted to run additional numbers or extra cross country days, prize money will be paid as per BE Rule Book 8.3.4 across all classes on all days

Event Scoring 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 / Event Radio. 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 (Rule 8.2.3)
- **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.

Overnight Stays for Competitors - FEI Short Format & BE National – (Effective from 17th May 2021)

Numbers staying on site to be restricted to competitors and 1x direct support per horse.

Details of all competitors and support to be recorded for **Test and Trace** requirements, a wristband system will be employed.

Numbers of competitors stabling on site will be kept to a minimum

Stable Manager services to be done online/pre event where possible.

An On site Stable Manager Office will be available please observe social distancing.

Stables should 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

Please adhere to all signage in stable area

If Social Distancing is likely to be compromised in stable areas – Face coverings to be worn. Events have the right to mandate Face Coverings, in the stable area, if considered necessary.

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 HMG social distancing rules (The Rule of 6) and not share facilities/space within lorries.

C19 stewards to monitor overnight lorry parks and Stables

Competitors to be self sufficient and use facilities in their own lorries where possible

Toilets if available, should be single units and not communal blocks, and be cleaned three times a day and serviced overnight

Communal/Shared shower facilities available from 17th May 2021

Overnight Stays for Competitors -FEI Long Format Events (Effective from 17th May 2021)

Risk Assessments should be updated to reflect any specific overnight stay facilities in relation to C19.

Details of all competitors and support to be recorded for **Test and Trace** requirements, a wristband system should be employed.

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 should 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 should be displayed.

If Social Distancing is likely to be compromised in stable areas – Face coverings to be worn. Events have the right to mandate Face Coverings, in the stable area, if considered necessary.

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 HMG social distancing rules and not share facilities/space within lorries.

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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 - GJ to be Socially Distant. Employ the warm up area calculations for holding and preparation areas. These areas to have adequate signage.

Ground Juries – A socially distant environment needs to be created for members in SJ boxes and Control. Dressage writing as per protocols in this document.

Photography & Video – On line viewing and Sales only, but a Click and Collect system could be employed for Long Format competitions.

Formal Prize Giving's – Need to be Social Distant and follow the Rules of Outdoor Social Contact.

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