

Covid-19 Action Plan for Clubs PART ONE - TEN ACTIONS TO TAKE NOW

1. Form a **'COVID Emergency Committee'** to lead, develop and implement strategies during the crisis.



2. Set up a system for hosting the meetings of the Emergency Committee **remotely** – e.g. Zoom, MS Teams.

3. Send your Regional Development Officer **the email address** of the Chairperson of this committee, so that your RDO can keep in touch. Make sure that you keep a regular eye on www.tennisireland.ie and the Tennis Ireland social media channels or indeed send an email with your query to info@tennisireland.ie

4. Try to ensure that **older members** of the club, or those who live alone, are offered support if they need it.

5. Ensure that the club premises are **safe and secure**. Appoint someone to visit regularly (*while keeping personal safety issues to the fore*).

6. **Keep in touch with staff** such as cleaners, grounds people and paid administrators. Let them know what is happening and what is planned.

7. Pay particular attention to supporting and maintaining good relationships with **your coaching team**. Your coaches will be a vital resource when the club reopens.

8. Undertake **emergency financial planning**. The plans you had developed in 'normal' times may well need to be adapted. Speak to your bank to discuss your club's position and see what support they can offer. Cut any unnecessary expenditure. Speak to Tennis Ireland if you wish to pay your Capitation fees over a number of months.



9. Continue to **engage with your members** regularly via Social Media, newsletters etc. It's important that your members continue to feel a part of the club community. This is not a good time to maintain radio silence!

10. Check out what supports are available for your club at National and local level. These range from supports for employers and employees, rates relief and small grant schemes. Tennis Ireland and other Governing Bodies are engaging with Government seeking supports for our sector which will hopefully emerge over time. More information can be found on www.tennisireland.ie