



CORONAVIRUS – ADVICE FOR TRAINERS

18th June 2020 (9.00am)

New daily content flagged in red.

This post takes the place of the advice document published daily on the NTF website since the beginning of the Coronavirus crisis.

The information will be modified as we receive new information. The date below the heading above will indicate when the document was last updated.

Expanded information on various subjects below is available on the [ntfmuse website](#). Search categories using the dropdown box in the top of the left-hand column of the *ntfmuse* home page.

1. Latest news

[Return to 48-hour declarations](#)

The BHA announced on 17th June that with effect from races run on Wednesday 24th June, 48-hour declarations will apply. This means that declarations to run on 24 June must be made by 10am on Monday 22 June.

All Jump fixtures will also use 48-hour declarations when the season begins on Wednesday 1 July, with declarations for the meeting at Southwell to be made by 29 June. See [this post](#) on ntfmuse for the content of the BHA email.

[Stalls tests \(added 17th June\)](#)

On-course stalls tests are resuming subject to the usual requirements below agreed between the BHA, NTF and RCA and confirmation from Clerks of the Course.

- Only at fixtures with 8 races or less
- Clerk of Course to assess feasibility of conducting stalls tests at their fixture (stable capacity / medic cover)
- Trainer organizes through Clerk of Course as per normal (***no less than 72hrs prior to fixture to ensure staff are added to the entrance list. This will revert to 48 hours once 48 hour decs recommence from 24 June.**)
- Clerk of Course must notify starters no less than 48 hours prior to fixture
- Trainer to email BHA covid help desk to add stable staff/stalls assistants to the fixture entry list
- Starters to notify stewards and EWIOs of any horses attending fixture for a stalls tests

A stalls test session will be held on the gallops at Malton on 23rd June.

Overnight accommodation (added 16th June)

Raceday workers at behind closed doors meetings in England will now be able to stay overnight in hotels or other holiday accommodation, as a result of changes to [UK Government guidance](#).

The changes mean that hotels and holiday accommodation providers in England can now offer overnight accommodation to workers that are considered essential to the functioning of major sports events, including grooms and trainers. For more information see the BHA email sent to trainers late on 15th June, and reproduced [here](#) on ntfmuse.

Please note that overnight accommodation for staff and horses will continue to be unavailable at all racecourses until further notice. However, the BHA can now work with the racecourse inspectorate and the RCA to establish how these changes can apply to racecourse accommodation and the potential for providing overnight stabling. This is an absolute priority.

2. Yard management

In the workplace

See our [post on ntfmuse](#) for full advice about yard management.

Personal Protective Equipment

The Government guidance on Covid Secure workplaces is that extra PPE is not necessary in most work settings. If your risk assessment indicates it would be helpful (e.g. working together in enclosed spaces) “face coverings” (NOT medical grade face masks) are sufficient. See pages 22-24 of the Government guidance on workplaces [here](#).

3. Employment

General advice on managing staff, social distancing and self-isolation is on the ntfmuse post here – [Acting Responsibly](#).

Links to detailed advice on employment issues on ntfmuse website

[Advice from ACAS about managing absences and sick pay entitlement.](#)

[New rules on Statutory Sick Pay \(SSP.\)](#)

[NTF NARS agreement on sick pay provisions.](#)

[Employees caring for children and parental leave.](#)

[Managing staff numbers or reducing hours.](#) This includes information and comment about the wage support (“furlough”) by the Government. For full details see [Furlough Frequently Asked Questions](#) post on ntfmuse. Use this [template letter](#) to record your agreement with staff who have agreed to be furloughed.

The furlough scheme will be changing on 1st July and from that date those on furlough will be able to do some work for you, being paid as normal by you, but remaining on furlough for the balance of the time – a “flexible furlough”.

On 12th June, HMRC issued updated guidance on the flexible furlough scheme. For more details and links to Government guidance, see [this post](#) on ntfmuse.

When ending furlough, you should issue a letter to the employee. We have created a [template](#) for you to use. It can be amended to suit your own requirements.

[Managing employees during furlough \(including employees not furloughed\)](#)

[Shielding workers: vulnerable and pregnant employees.](#)

NHS Test and Trace

The government has produced two new guidance documents about the Test and Trace system and the workplace. These can be found at:

- [NHS Test and Trace Workplace Guidance \(UK\)](#)
- [NHS Test and Trace Workplace Guidance \(Scotland\)](#)

Under the NHS Test and Trace Service, those who have tested positive for Covid 19 are asked to register with the service and identify those they have been in close contact with – contract tracers will then inform those who have been in close contact and are at risk, and ask them to self-isolate at home for 14 days whether or not they are displaying symptoms.

There is a longer article [here](#) on the NTF website.

4. Visitors to your yard including professional services and suppliers

This item has now moved to ntfmuse here – [Visitors to your yard](#)

Owners visiting the yard

With the easing of lockdown restrictions, we have taken advice from Dr Jerry Hill about owners resuming visits to trainers' yards to see their horses.

His advice is to follow the [general government guidance](#) that people can meet provided social distancing is followed and to stay outdoors. So, trainers could allow an owner to visit and to see the horses on the gallops.

A simple health screening before they arrive would be sensible. The suggestions are

- Do you feel well today and have you had any new fever, cough or loss of taste/smell within the last 7 days?
- Have you had household contact with someone who has Covid-19 within the last 14 days?

Other controls

Maintain a log of personnel on site at all times. Not only will this facilitate public health contact tracing, but it is a recommendation in the new Government guidance for workplaces.

5. Resumption of Racing

The BHA issued [advanced preparation and guidance](#) on the protocols for resumption on 28th May. This includes a helpline number 0207 152 0110 and email address covidhelpdesk@britishhorseracing.com

Note the link to a [guide to the declaration process](#). This is a helpful step by step explanation with relevant deadlines.

See the updates from the Resumption Group [here](#). The latest was on 12th June.

Click on this [link](#) for the Q&As regarding the guidelines.

The NTF has produced a “[Raceday Guide for Employees](#)” – a handbook designed for trainers to support their travelling teams. It condenses into 8 pages all the information relevant to racing staff from the BHA’s operating procedures.

Trainers can tailor it for their yard and we recommend you get individual staff members to sign it to acknowledge they have read it and understand their responsibilities.

Protective equipment on racedays:

The BHA sent trainers an email to trainers on 24th May providing information about the use of face coverings on raceday including during transport.

Everyone, including trainers, must wear a face covering **when social distancing cannot be maintained**, e.g. saddling, legging up. Other than in these circumstances, the wearing of face coverings is optional.

Saddling equipment

The BHA has asked us to remind trainers that equipment for saddling (e.g. girths, non-slip pads) **MUST** be cleaned and disinfected before each race day and **MUST** be delivered to the appointed area in individual labelled bags for each runner.

Stalls procedures – blindfold training

There were some problems at the start on Day 1 of resumption with several withdrawals. Increasing the number of stalls handlers is still under consideration but Robbie Supple has explained that with only two pushers per horse, the Starters would resort to blindfolds sooner than usual. He asked that trainers get horses familiar with the blindfold at home so if the horse needed it at the racecourse it would not be their first experience.

Robbie Supple has asked trainers to speak to starters about horses with behavioural problems, particularly ones that are new to them.

Starters’ phone numbers: Robbie Supple – 07771 376326; Stuart Turner – 07932 630984; James Stenning – 07960 231955.

6. Your business

Sources of support

For a summary list of sources of support go to the [Appendix](#).

Details of industry and Government support for trainers and their employees can be found on ntfmuse here – [Your business](#).

RIABS refunds

Refunds of RIABS contributions for furloughed staff covering March and April have been made through Weatherbys. Please ensure furloughed staff receive the repayment of their March and April contributions through payroll.

7. BHA, Licensing and Rules of Racing

If you think of any changes or relaxations to licensing requirements or Rules of Racing that would make it easier for your business to operate through the crisis, please contact Rupert Arnold or Dawn Bacchus (details in 7 below.) We will raise these with the BHA, which has said it is open to suggestions.

For further details about changes to rules about

- Equine Flu vaccinations
- the new vaccination records app
- flexibility to move horses to alternative premises
- BHA fees
- stable employee registration

please go to this post on ntfmuse – [BHA Licensing and Rule changes](#).

8. Contacts

NTF Office **01488 71719**, info@racehorsetrainers.org

As a result of Covid-19 restrictions we will only occasionally have a person in the NTF Lambourn office during office hours. Please leave a message if you receive the automatic answer message – it will be forwarded to the team. We also have a personal telephone answering service, which responds as the NTF. The people who answer will take a message but will not be able to answer your questions. We will respond as soon as one of us is available.

Mobile phone numbers and emails for the team are:

Rupert Arnold **07899 797010** / r.arnold@racehorsetrainers.org

Dawn Bacchus **07796 316268** / d.bacchus@racehorsetrainers.org

Jill Crook **07917 685030** / j.crook@racehorsetrainers.org

George Noad **07467 946511** / g.noad@racehorsetrainers.org

9. Useful web links

[Professor Hugh Montgomery explains the vital importance of following hygiene and social distancing advice.](#)

[HM Government Business Support pages](#)

[HM Government Coronavirus pages](#)
[BHA central Coronavirus information](#)

Appendix – Summary list of sources of support

- [HBLB and Racing Foundation funding support package](#)
- [Small Business Grants and Retail, Hospitality and Leisure Grants](#)
- [Template letter to your MP about business rates relief](#)
- [Coronavirus Job Retention Scheme \(“Furlough”\)](#)
- [Furloughed staff Frequently Asked Questions](#)
- [Template agreement between employer and furloughed staff](#)
- [Government tool for calculating amount to be claimed under CJRS](#)
- [Coronavirus Business Interruption Loans](#)
- [Government Bounce Back Loans](#)
- [Self Employed Income Support Scheme](#)
- [Government tool to search for support available to employers](#)
- [Mental health support for trainers](#)
- [Racehorse Trainers Benevolent Fund](#)
- [Racing Welfare Support Line](#)
- [Racing Welfare Streamlined Grants](#)
- [Racing Welfare Mental Health Toolkit](#)
- [Video explaining how handwashing and social distancing save lives](#)
- [Poster with sanitisation and social distancing instructions for racing yards](#)