27th March 2021

BOOKING SYSTEM FOR THE USE OF DULWICH CRICKET CLUB OUTDOOR NETS – GUIDANCE NOTE

This note sets out the hopefully simple steps to booking a time slot for DCC's outdoor nets and should be read in conjunction with the accompanying guidance note covering general Government and other guidance. Please read the guidance below before making a booking. This has been drawn up in line with the ECB's guidance for the use of outdoor nets. **It is vital that this guidance is followed**. If you fail to follow the required process then Dulwich CC retains the right to prevent use of the nets.

THE BOOKING SHEET

The link to the booking sheet is contained in the e-mail that has been sent out. This also includes some important guidance on ensuring the nets remain secure.

ALLOCATED TIME SLOTS

There are a number of time slots reserved for either 1-2-1 junior coaching or for specific groups of players (see below). **All time slots outside of these are available for general booking by members across the Club.**

We have made available booking sheets for the **next three weeks from Monday, 29th March to Sunday, 18th April** rather than doing it on a weekly basis as last year. These three weeks are primarily to cover the Easter holidays and lead up to the season when we will review things. It is possible that during these three weeks the time slot of the last session each day will be extended as more light becomes available. The evening 'reserved' slots are currently set at 5.00 – 7.00pm but they will move to later times through the weeks.

The 'reserved' time slots are as follows:

Senior men –	***Tuesday, Thursday evenings and Saturday afternoon (1.00 – 3.00pm)***
Women / girls –	***Wednesday evening***
Under 16 / 17 boys –	***Monday evening***
1 to 1 coaching -	***Saturday and Sunday mornings (plus other selected times)***

Note that each time slot has been set for one hour, but you must ensure that you vacate the net prior to the finish time to enable the next booking to start on time. **Please finish your net session 5 minutes before the scheduled end time** and exit the net and premises in a prompt manner.

RESTRICTIONS ON NUMBERS PER NET

Note the below restrictions have been established to enable social distancing guidance to be met, to provide the best practice experience as well as maximising numbers for the user groups where demand may be high.

Open slots – *maximum of 4 people (unless all users are from the same household and / or support bubble)*
Senior men – *maximum of 4 people per net*
Women / girls – *as advised by manager(s)*
Under 16 / 17 boys – *as advised by manager(s)*

AGE RESTRICTIONS *(for net sessions without a qualified coach)*

In line with ECB guidance and good practice the following age restrictions apply and **must be adhered to**:-

18 years +	No supervision required.
Under 12s – 17s	Children of this age can use the nets together but must be accompanied by a responsible parent or guardian to supervise – this can be done outside of the net at an appropriate distance from others.
Under 11s and below	Children must be accompanied by a parent or guardian **inside** the net (who count towards the maximum number of 4 per net)

MANAGING DEMAND

We anticipate demand for use of the nets will be high over this period due to the size of our Club and the school holidays. **Therefore, booking for the open slots is restricted to one session per week per member**. This will be reviewed on an on-going basis but is a fair way to operate in the first instance.

MAKING A BOOKING

When using the booking sheet **you must enter the names of all attendees in to the time slot booked.** We continue to be required to maintain a register of all users for NHS test and trace purposes.

Where the booking is **for use by a single household** then just the name of the parent / guardian will be sufficient.

CANCELLING BOOKINGS

If you book a time slot but are unable to make it then please ensure that you delete your booking from the booking sheet so that it can be taken by someone else. The earlier you can do this the better. Additionally, please try to be on time or else you risk your slot being shortened.

MONITORING OF USE

Dulwich Cricket Club retains the right to take action against persons who do not adhere to this (and other relevant) guidance for use of the nets. For example, not registering the booking correctly according to the guidance, not turning up having not cancelled, etc.

We hope such circumstances do not arise but it is vital that everyone follows the guidance.

OTHER GUIDANCE

The accompanying guidance note contains more general Government and outdoor net guidance. Please read this in conjunction with this note.

HOW TO BOOK

The booking system operates through Googlesheets and can be accessed via the link below.

XXXXXXXXXXXXXXXXXXXX (LINK)

This sets out the time slots available for the next two weeks from Monday, 1st June through to Sunday, 14th June. Note there is a separate sheet for each day so use the tabs across the bottom to navigate between days.

To book a slot please do the following:-

1. Identify an available time slot on the sheet (one that is blank)

2. Add the names of the proposed attendees in the time slot preferred
3. Send a separate e-mail to the administrator for your section **(as listed below)** containing the following details:-

   Subject title: Dulwich CC outdoor net booking request

   Date and time: Day of the week + date + time

   Names of attendees: (1) Joe Bloggs (2) Joe Smith (add more names ***but only if members of the same family / household***)

   Net: (specify Net 1 or Net 3)

   Name of person making the booking:

   Phone number of the person making the booking:

Note that we are required to maintain a database of net usage as laid down in the ECB's guidance which includes many of the details above. For data protection purposes access to this will be limited to a handful of Club officials and will not be accessible to the wider membership.

Once you have made a booking on the spreadsheet please e-mail the appropriate person (as below). You will be sent an e-mail confirmation of the booking by the administrator.

List of administrators to send your request to:-

Senior men:	George Pearson – gpearson23@googlemail.cm
Women / girls:	David Moore -
Under 16 / 17 boys:	David Lane -
Junior boys (U15 and below):	Sam Krafft -

(Please try to book a time slot at least 48 hours in advance if possible)