



FACILITIES & EQUIPMENT



Cleaning Guidance

This information is for guidance only. It is your club's responsibility to assess cleaning needs and frequency for each gym area and equipment within based on users, cleaning policy and equipment being used. Cleaning practices must be applied based on the user instructions and the cleaning product directions. Please refer to the manufacturer's guidance where necessary.

This guidance is relevant for clubs operating normally following the Covid-19 pandemic.

If you would like any further information or support, you can access expert Health and Safety support from Agility Risk & Compliance Ltd (Agility) through the British Gymnastics dedicated helpline: 01527 571 612. Agility can offer you support and guidance in response to any queries you may have around this area.

Any additional support can also be sought from the dedicated team at Agility, but you may be charged separately. This line is open Monday to Friday from 8.30am – 5pm. There is an after hours' service via a mobile number provided at the time of calling. Alternatively, you can email your query to: bg.hs.advice@agilityrac.com.

General cleaning considerations for ALL areas

Lost property	Items left behind should be immediately bagged (wearing gloves) in a clear bag and labelled. Staff may need training on the correct way to bag up items to keep the outside of the bag from potential contamination and in the safe removal of protective gloves. The club should have a clear policy on items left behind. Any changes to how items are dealt with and how long they are kept should be communicated to parents.
Choice of cleaning disinfectants	This is up to the club. Please be aware of any hazardous substances and ensure that they are labelled, stored appropriately, and used in accordance to correct procedures and training.
Safe cleaning practice	• Avoid creating splashes or spray when using cleaning products • Clubs need to assess what PPE is required for general cleaning duties and for cleaning following contamination by a someone with a respiratory illness • Disposable gloves and apron should be worn for cleaning an area where a person with possible or confirmed respiratory illness has been. You may require additional PPE such as face masks • Hands should be washed with soap and water for 20 seconds after all PPE has been removed • Always follow manufacturer guidelines on cleaning products, including contact time of disinfectants • Check manufacturer guidelines of product being cleaned
Waste disposal	• You should ensure continued good practice for the disposal of general waste and recycling, with regular waste collections by local authority or private contractor • General good practice is needed for the disposal of cleaning waste and hand towels • Disposal of waste following cleaning of areas contaminated by anyone suspected of having a respiratory illness should be double-bagged and stored safely away from human contact for 72 hours or until a negative test result. The waste can then be added to the general waste. If storing the waste is not possible, you should arrange specialist collection for Category B infectious waste by specialist waste disposal company or local authority (there may be an associated cost)



Cleaning club facilities considerations (non-gymnastics specific)

Top tips:

- Remove items such as books and magazines, or toy areas, or nonessential furniture to reduce risk and reduce cleaning requirements
- Cordon off areas that are nonessential
- Consider keeping doors open where safe to do so to reduce contact

SURFACE	WHERE	HOW TO CLEAN (including chemicals if required)	CLEANING FREQUENCY
High-touch hard surfaces	• Door handles • Doors • Banisters • Disability rails • Switches • Taps • Sinks (including underneath and sides) • Toilet seat • Toilet flush handles • Toilet paper dispensers • Hand towel dispensers • Hand dryers • Bin lids (if not foot operated) • Reception area desk • Lockers & storage boxes • Viewing windows, display cabinets etc • Reception desk	1 Clean surface with detergent or cleaning wipe as per product guidelines 2 Disinfect surface with disinfectant (ensure product stays on surface for required time for effective sanitisation) Note: health authorities recommend using 1000 parts per million of available chlorine in a combined detergent and disinfectant solution or in a household disinfectant solution after cleaning with detergent. 3 Dry with clean dry cloth if needed 4 Dispose of wipe, or clean cloth and dry thoroughly for future use 5 Where disposable wipes, cloths or paper towels are being used, consider safe disposal. If using microfibre cloths, see notes below Note: for electrical items such as light switches and plugs avoid excess moisture, and where possible, turn off the electrical supply to avoid danger of electric shocks.	Start and end of day
Hard surfaces (metal, plastics, glass, wood, concrete)	• Desks • Chairs and tables • Windows • Walls • Radiators • Shelving • Staff kitchen or cafe • Laminate/concrete/wooden flooring	See above for high-touch surfaces	Start and end of day

Oiled or greased metal	Moving parts of equipment Closing mechanisms	Follow manufacturer guidelines	If frequently touched, this should be done daily but these are usually less commonly touched and therefore weekly may be enough. You are responsible for assessing the frequency of cleaning needed.
IT and electrical items	• iPad/tablet • Computers/laptops • Televisions • Gym-phones • Music consoles • Printers/scanners • Photocopiers • Telephones • Kitchen appliances	1 Turn off the device and ideally isolate the item 2 Clean with damp cloth with detergent or an antiseptic wipe (ideally for IT devices) or isopropyl alcohol-based wipes/sprays 3 Disinfect using a damp cloth if needed (not needed in case of use of antiseptic wipes or alcohol spray) remembering to leave on for required contact time Note: consider using wipeable cover for a screen and/or device which can be easily cleaned or changed daily or weekly according to club-assessed need. Always refer to manufacturer guidelines when cleaning your devices.	Start and end of day Additional cleans as required according to volume of users. For example: a personal computer in the office may not require hourly cleaning, but the gym iPad used for floor music should be cleaned between sessions or even users. You are responsible for assessing and establishing an appropriate cleaning schedule for these items.
Upholstery/fabric	• Blinds • Upholstered chairs • Tea towels	Items that can be laundered should be washed according to manufacturer guidelines using the warmest wash available and dried thoroughly. Clean and disinfect anything used for transporting laundry with your usual products, in line with the cleaning guidance above. Items that cannot be wiped with detergent and/or disinfectant and cannot be laundered, should be steam-cleaned where it is felt that there is a risk of infection such as contact with a contaminated person.	According to club-assessed need
Fabric	• Cleaning cloths • Reusable aprons • Reusable masks • Mop heads	You can use microfibre and reusable cloths which should then be cleaned, when no respiratory illness cases are present. Consider: • safe bagging and transport of cleaning items to be cleaned, and disinfection of carrier boxes/bags etc • cleaning items should not cause contamination of car boots/seats • cleaning frequency of cleaning items • launder on hottest cycle possible	

		allow to dry thoroughly before reusing	
Carpets	Non-gymnastics floor spaces	Regularly clean areas with a HEPA-filter vacuum cleaner to avoid dispersal of virus in the air. Carpet cleaners, steam cleaners or sprays can be used according to carpet cleaning instructions. Allow for drying time.	Vacuuming should be done at the start and end of each day or as needed. You should decide when cleaning is necessary.

Equipment cleaning information

The cleaning process below is only guidance and you should refer to the manufacturer's safety data sheets for guidance on specific cleaning agents.

Top tips:

- You should assess cleaning needs and make sure it is clearly communicated to staff and gymnasts
- Minimise use of equipment with complex surfaces that are hard to clean and consider instead where vinyl and easily-cleaned equipment could be used, or cover the contact surface with a wipeable mat
- Consider whether any equipment or mats (particularly items that cannot be cleaned and disinfected) can be removed from general use and stored safely. Unused equipment should be removed from the general gym area where possible for safety reasons (trip hazards and contamination risk)
- To minimise risk and in-session cleaning, design sessions to create least contact with hard-to-clean equipment and to minimise multiple users touching the same surfaces
- Preschool sessions should carefully review the use of hand equipment and toys with the associated cleaning needs and risks according to the materials they are made of and any cleaning related instructions. Activities should prioritise apparatus free activities (head, shoulders, knees and toes; body shapes; row row row the boat etc) or activities with wooden or plastic equipment (plastic balls instead of beanbags, or balloons, or wooden/plastic blocks)
- An effective hand washing policy for gymnasts is essential in maintaining hygiene in the gym. Consider how frequently hand washing is required relative to the activity, the group of gymnasts, and the surface they are working on. Communicate the responsibility of staff in supervising any hand washing activities using soap and water or alcohol gel
- Zero Drytime Ayrshire has provided demonstration videos of how to use its products. This can be found on the company's website

ZERO DRYTIME AYRSHIRE

Cleaning gymnastics equipment considerations

SURFACE	APPARATUS	HOW TO CLEAN (including chemicals if required)	CLEANING FREQUENCY
Vinyl	- Safety mats - Trampoline mats and edges - Coaching blocks - Pit edges - Non-suede vaulting table - Beam pads or wideners (vinyl only) - Wall padding and other padded surrounds - Gym/yoga/school/exercise mats	1 Wipe down the mats using a microfibre cloth or blue towel with a detergent solution (diluted according to product guidelines) or disinfectant wipes 2 General disinfectant/sanitising spray (not bleach) can be used to spray on the mats (Dettol all in one etc) but remember they need contact time to work following manufacturer guidelines 3 After the required time, mats can be wiped dry with a clean cloth 4 It is also important not to use too much water in this process as water could get into the foam layer potentially damaging the mat and allowing mould or mildew to grow Note: due to contact time needed for disinfectants, it may not be possible to use them during sessions, between users, or rotations but wiping surfaces with detergent and water or wipes coupled with regular hand sanitisation can still help limit risk. There are also combined detergent and disinfectant solutions but make sure to check antiviral effectiveness and follow user guidelines. When using new cleaning products, test solution on a small area of the apparatus first to ensure it will cause no damage. See notes above on keeping cleaning cloths clean.	End of day minimum Immediately where there are visible body fluids, or a user has developed respiratory illness symptoms During the day for high contact surfaces and dependent on body parts contacting the surface: • between sessions • between rotations within a session • between users if necessary
Wooden (polished)	- Wall bars - Ballet bars - Gym benches - Other polished wooden equipment	1 Frequently wipe down high touch area using a microfiber cloth or disinfectant wipes 2 Do not use a soapy mixture as this may leave a mild residue on the bars causing the user to lose grip 3 Ensure equipment is completely dry before use	End of day Last session During the day between sessions or between users as required.

Wooden surfaces (chalked apparatus)	• Uneven bars • Parallel bars • Rings • Pommel horse handles	Scottish Gymnastics recommends the following products from Zero Drytime Ayrshire to wipe down apparatus. 1 X-mist Biotabs – Spray directly to a cloth and wipe surface. The surface should be safe to use immediately 2 X- mist all round sanitiser. Spray directly over area allowing particles to fall onto surface. No residue is left and can be used immediately ZERO DRYTIME AYRSHIRE Please note these products have been tested on gymnastics equipment and are safe to use. Both products can also be used as a hand sanitiser.	End of day Last session During day Between sessions or between users as required.
Carpet	• Tumble track • Floor area • Springboard • Vault runway • Any other carpeted areas such as conditioning corner etc. • Carpeted areas between apparatus or stations.	1 Vacuum carpets - consider using a cleaner with a HEPA filter (Class H) so that virus particles are not recirculated in the air. Where the carpet does not have foam backing, carpet cleaners and sanitisers can be used following manufacturer and cleaning product guidelines 2 For foam-backed carpeted areas such as gymnastics floors and floor rolls, applying some products could create mould through moisture. Scottish Gymnastics recommends using the following product from Zero Drytime Ayrshire to disinfect floor areas. X-mist Biotabs. After diluting with water, spray directly to the surface using a pump sprayer. It takes less than 90secs to spray a full floor. As this is a mist the surface should be safe to use within minutes. The product itself tackles mould and will not damage the surface. ZERO DRYTIME AYRSHIRE Note that hoovering does not disinfect the surface. These surfaces can be professionally cleaned by the manufacturer. This is not a practical day-to-day solution but could be considered for deep-cleaning particularly where a user has developed Respiratory illness symptoms or where there has been substantial contamination with body fluids.	End of day Last session During day Between sessions or between users as required.

Foam pits	Foam	Review and update existing risk assessments and communicate any changes to procedures to staff and members. Maintain regular hand sanitisation and cleaning of high touch areas around the pit as determined by the club's risk assessment.	You should carry out your own risk assessments and find out what mitigating actions will increase likelihood of injury or void insurance due to change in adoption of use. The STRIKE Study can be found below. Download a copy for easy access in case of an inspection. STRIKE STUDY
Jersey	- Jersey mats "Pit" mats/comfort mats - Other polyester or cotton-topped foam mats	1 You can use the X- mist all round sanitiser. Spray directly over area allowing particles to fall onto surface. No residue is left and can be used immediately, similar to what is being used on trampoline beds 2 The vinyl sides can be cleaned and disinfected using the same method as safety mats	Start of day During the day Clean surround between sessions or between users according to your risk assessment and cleaning policy End of day After last session
Suedette	- Beam - Vaulting table - Beam pads or wideners with suede section - Other equipment toppers covered in suede	Scottish Gymnastics recommends using the following products from Zero Drytime Ayrshire to wipe down apparatus. 1 X-mist Biotabs. Spray directly to a cloth and wipe surface. The surface should be safe to use immediately. 2 X- mist all round sanitiser. Spray directly over area allowing particles to fall onto surface. No residue is left and can be used immediately. Please note these products have been tested on gymnastics equipment and are safe to use. Both products can also be used as a hand sanitiser.	End of day After last session Between sessions or users If a high touch area but regular cleaning not recommended. If a symptomatic member has been in contact with the surface.

Cotton/nylon	• Trampoline bed • Fast track bed • Trampette bed	Scottish Gymnastics recommends using the following products from Zero Drytime X-mist Biotabs. Spray directly to a cloth and wipe down the vinyl surrounds. The surface should be safe to use immediately. X- mist all round sanitiser. Spray directly over the nylon bed allowing particles to fall onto the surface. Complete at the end of the day (last class) Please note these products have been tested on gymnastics equipment and are safe to use. Both products can also be used as a hand sanitiser.	End of day After last session as trampolines should not be used when damp During the day Clean surround between sessions or between users according to your risk assessment and cleaning policy
Metal	• Polished bar • High bar • Bar and beam legs	Clean with detergent and disinfect as above. Be aware that disinfectant makes uncoated metal more susceptible to rust so use only as needed and check regularly for rust	End of day During the day Between sessions or users as required
Hand apparatus	• Bean bags • Preschool toys • Foam modules • Ribbons • Pom-poms	Can be used if gymnasts sanitise between use. If use is unavoidable, refer to cleaning instructions according to object materials.	Clean and sanitise according to fabric requirements after each user.