Communications checklist

Introduction

Whilst preparing to support your club to return to play it will be essential to ensure that you are communicating effectively with your members to enable you to both share and gather information from them.

There are lots of different ways in which you can communicate with your club such as emails, newsletters, social media and you should choose which way or combination of ways is most appropriate for your club ensuring that there is a clear method for your members to feedback both publicly and confidentially.

Whatever method you use, ensure that you follow our safeguarding advice on communications and the use social media.

Returning to play and restarting the club

To be able to return to play you will need to gather information from your members as to when they want to start playing and would therefore recommend you share a communication that enables you to gather the following information:

- How many of your members want to return and when do they want to return?
- Are people able to pay membership fees (depending on when you plan to charge them)?
- Are there other times members can play if your regular day/times are not available?
- Do they have any concerns about returning to play?

Your approach to managing Covid-19

To be able to return to play you will need to gather information from your members as to when they want to start playing and would therefore recommend you share a communication that enables you to gather the following information:

- How many of your members want to return and when do they want to return?
- Are people able to pay membership fees (depending on when you plan to charge them)?
- Are there other times members can play if your regular day/times are not available?
- Do they have any concerns about returning to play?