**E-Mail Template – Opposition Club**

Dear Club,

We look forward to welcoming you to our club on dd/mm/yyyy. Please find below the specific plans and guidance we have in place to ensure all of our players, spectators and volunteers remain safe, in line with the ECB’s Step 4 guidance:

**Symptoms –** Please remind all your players/spectators not to attend if they display any symptoms or are required to isolate. If symptoms develop during the game, then please follow published guidelines

**Parking –** Please ensure players park their cars here – xxxxxx

**Club Entrance –** Entrance to the grounds is via xxxxxxxxxx

**Club Exit –** Exitfrom the grounds is via xxxxxxxxxxxxxxx

**Changing Rooms –** These will remain shut and locked during the day, please encourage your players to arrive changed and ready to play. Should your players need room to put on protective equipment please tell us and this can be arranged.

**Kit –** Whilst the game is progressing, players can leave their kit here xxxxxxxxxxxxx

**Hand sanitisation** – Players must ensure they bring their own personal hand sanitiser for the game.

**Bar –** Our bar will be open from x pm and will be serving drinks only

**Teas –** There will be no teas provided on the day. The nearest shop for purchasing food can be found here xxxxxxxxxxxxx

**Spectators –** We welcome spectators, however, please remind them to socially distance and to not touch the ball at any time. They are able to park here xxxxxxxx. Please remind them to bring their own suppliy of sanitiser.

**Inclement Weather –** In the event of rain interruptions players and spectators can shelter here xxxxxx/return to their cars

**Conduct –** Please ask all players and spectators to respect the above points and comply with our test and trace procedure. If anybody (from either side) does not comply with our guidance they may be asked to leave the club.

If you have any questions prior to your visit, please contact xxx xxxxxx on yyyy yyyyyyy

Best Wishes