

**> BE COVID SAFE.
HELP NSW STAY IN BUSINESS.**

Your COVID-19 Safety Plan

Community sport

Business details

Business name	St George Little Athletics Centre
Business location (town, suburb or postcode)	Olds Park Penshurst 2222
Completed by	Karen Tuqiri
Email address	ktuqiri@gmail.com
Effective date	19 October 2021
Date completed	24 October 2021

Wellbeing of staff and customers

Exclude staff, volunteers, parents/carers and participants who are unwell.

Agree

Yes

Tell us how you will do this

Multiple emails and social media posts will be provided to all those registered members advising that they can not attend STGLAC if unwell.

Posters to be displayed at check in advising that participants should not attend if they

are unwell.

Provide staff with information and training on COVID-19, including COVID-19 vaccination, when to get tested, physical distancing, wearing masks and cleaning.
Agree

Yes

Tell us how you will do this

COVID Safety Officer allocated to Vice President Karen Tuqiri who will remain aware of most up to date information on NSW Health website and advise committee members and volunteers of requirements and any changes.

All committee members, age managers and volunteers will receive a summary of information that will outline key up to date information about the requirements for testing, physical distancing, wearing of masks and cleaning.

Appropriate signage will be located throughout the park to outline requirements.

2 COVID safety marshals will be allocated each week of competition who will also provide verbal information and reminders to participants about physical distancing, wearing of masks and cleaning of implements between athletes.

Display conditions of entry including requirements to stay away if unwell, COVID-19 vaccination and record keeping.
Agree

Yes

Tell us how you will do this

Posters with requirements of exclusion, COVID vaccination and record keeping will be placed at the entry of clubhouse near marshalling area. COVID safety marshals will also be on hand to verbally provide instruction and guidance.

Take reasonable steps to ensure all people aged 16 and over on the premises are fully vaccinated or have a medical exemption (including staff, volunteers, attendees and contractors). For example, ensure posters outlining vaccination requirements are clearly visible; remind players, officials, volunteers and spectators of vaccination requirements in marketing and communications materials; check vaccination status upon arrival and only accept valid forms of evidence of vaccination; train staff and volunteers on ways to check proof of COVID-19 vaccination status. Guidance for organisations is available at: <https://www.nsw.gov.au/covid-19/businesses-and-employment/covid-safe-business/vaccination-compliance-for-businesses>

Note: Staff and volunteers outside of Greater Sydney who have received one dose of

a COVID-19 vaccine are permitted to enter such premises for work until 1 November 2021 when they need to be fully vaccinated, or have a medical contraindication, in order to enter the premises.

Agree

Yes

Tell us how you will do this

Posters outlining vaccination requirements will be placed in a visible and easily accessible location at the clubhouse near marshalling.

Social media posters and emails will be sent prior to the season commences reminding all participants of requirements in relation to vaccination.

Season commencing after 1st December 2020.

Should vaccination checking be required this will need to occur by COVID safety officer and COVID safety marshals upon entry to the field with QR scanning

Physical distancing

Capacity at an outdoor community sporting event must not exceed the lesser of 1 person per 2 square metres of space of the premises in which the activity is conducted, or 1000 persons.

Agree

Yes

Tell us how you will do this

STGLAC conduct Little Athletics activities in Olds Park across a large open outdoor area with a separate track and field area.

ST G LAC due to its membership being relatively small is able to maintain 1 per person/square metres outdoors.

Within the canteen only 2 adults are permitted at any one time to ensure this is also met.

Ensure 1.5m physical distancing where possible, including:

- **at points of mixing or queuing**
- **between seated groups**
- **between staff / volunteers.**

Agree

Yes

Tell us how you will do this

Marshalling area- the use of age markers can be spread out across a large soccer field to ensure the groups are maintaining physical distancing.

Track- appropriate distancing at start and finish lines can be maintained across the 8 lanes

Field events are spaced out across the park and in different locations of the park. Each group would not be in contact with another when at field events due to the space between each.

Canteen- markers on the ground 1.5 m apart will be in place to ensure distancing is appropriate.

No seating is available at the park.

Minimise mingling of participants from different games and timeslots where possible, particularly people aged under 16 who may not yet be fully vaccinated. For mass participation events, consider staggering the starting times for different groups to minimise crowding where possible.

Tell us how you will do this

Each age group is kept separate to others for the duration of each weeks competition program . Each age group remain only with each other as they move between events. At track events , age managers will place athletes into lines and lanes and maintain 1,5m distancing

Agree

Yes

Avoid congestion of people in specific areas where possible, such as change rooms and other communal facilities.

Agree

Yes

Tell us how you will do this

Due to the timing of the competition program the younger age groups complete their competition earlier whilst the older age groups continue to a later finish time, This allows management of purchases at the canteen to be spread over a number of hours.

Athletes and parents are encouraged to leave the park when they have completed competition each night.

No showers or change rooms are available at Olds Park

Public toilets are available and can only have 2 people in them at any one time. All athletes are escorted to the toilet by an adult who supervise this process and ensure correct number within the toilet area.

Canteen- 1.5m distance markers will be in place for managing canteen line.

Strategies must be in place to reduce crowding and promote physical distancing in communal facilities such as showers, change rooms and lockers.

Agree

Yes

Tell us how you will do this

Competition program timing and staggering of age groups .

Parents who are not age managers are not allowed in competition area and are required to space out across the park

No showers, change rooms and lockers are at Old Park..

Use of 1.5m distance markers

COVID marshals patrolling area

Regular announcements on PA system reminding of the need for physical distancing

Have strategies in place to manage gatherings that may occur immediately outside the premises, such as pick-up/drop-off zones and staggered start/finish times.

Agree

Yes

Tell us how you will do this

Two car parks are located at Olds Park at opposite ends of the park allowing the distribution of athletes and parents.

Competition program ensures younger age groups complete their competition 1 -1.5 hours before older age groups.

COVID marshals will patrol the area and ensure no groups are forming and that physical distancing is maintained.

Where possible, encourage participants to avoid carpools with people from different household groups.

Agree

Yes

Tell us how you will do this

General reminder to be included in parent information pack and reminders will be provided on PA system.

Social media will also be used to flag this.

Singing by audiences is not allowed in indoor areas.

Agree

Yes

Tell us how you will do this

This is not applicable to ST G LAC.

Ventilation

For indoor areas, review the 'COVID-19 guidance on ventilation' available at <https://www.nsw.gov.au/covid-19/getting-back-to-work-a-covid-safe-way/ventilation-guidance> and consider which measures are relevant to your

premises before completing this COVID-19 Safety Plan.

Agree

Yes

Tell us how you will do this

STG LAC conducts competition in an outdoor environment in a large park.

Indoor areas include canteen, uniform garage and equipment storage garage.

Canteen- has a door and two large windows/counters for serving which are opened during competition and allows fresh air to enter. Only 2 adults are permitted in this area for serving purposes.

Uniform garage- all orders for uniforms are purchased online allowing the uniform officer the opportunity to prepare uniforms and distribute. On competition night should uniform pick up be required all parents are asked to physical distance and maintain a line outside of the garage and uniforms are provided to them from the uniform officer.

equipment storage area- set up of the equipment occurs a number of hours prior to the commencement of competition. A maximum of 3 adults are permitted into this space at any one time for minimum periods of time. Pack up of equipment occurs at the end of competition with adults bringing equipment to the garage and equipment manager locating in the appropriate location of garage. Maximum 3 adults permitted in this area for minimum periods of time.

Use outdoor settings wherever possible.

Agree

Yes

Tell us how you will do this

ST G LAC conducts athletics competition in an outdoor park.

In indoor areas, increase natural ventilation by opening windows and doors where possible.

Agree

Yes

Tell us how you will do this

Garage doors will remain open at all times for storage area and uniform area.
Canteen has door and two large serving windows which remain open during the competition.

In indoor areas, increase mechanical ventilation where possible by optimising air conditioning or other system settings (such as by maximising the intake of outside air and reducing or avoiding recirculation of air).

Agree

Yes

Tell us how you will do this

No air conditioning facilities available .

Ensure mechanical ventilation systems are regularly maintained to optimise performance (for example through regular filter cleaning or filter changes).

Agree

Yes

Tell us how you will do this

Not applicable.

Consider consulting relevant experts such as building owners or facility managers, ventilation engineers and industrial or occupational hygienists to optimise indoor ventilation.

Agree

Yes

Tell us how you will do this

Not applicable

Hygiene and cleaning

Face masks must be worn in indoor areas, unless exempt.

Note: People engaging in physical exercise are exempt.

Agree

Yes

Tell us how you will do this

Adults working in canteen will be required to wear masks whilst serving.

Uniform officer will be required to wear a mask when distributing uniforms from garage.

Supply of disposable surgical masks will be provided by STGLAC

Adopt good hand hygiene practices. Have hand sanitiser at key points around the venue.

Agree

Yes

Tell us how you will do this

Posters regarding hand hygiene will be placed at all key areas across park including canteen, clubhouse, field events

Hand sanitiser will be available at entry to park where QR codes located, canteen and toilet block. In addition sanitizer will be available at each field event for use at beginning and completion of throwing any implements. All age managers have a supply of hand sanitiser with them.

Ensure bathrooms are well stocked with hand soap and paper towels or hand dryers.

Agree

Yes

Tell us how you will do this

Toilets are responsibility of local council. Before commencement of competition toilets

are checked and stocked with hand soap and paper towel.

Clean frequently used indoor hard surface areas (including children's play areas) at least daily with detergent/disinfectant. Clean frequently touched areas and surfaces several times per day.

Agree

Yes

Tell us how you will do this

Canteen will be thoroughly cleaned at beginning and end of competition with with disinfectant.

All tables will be cleaned with disinfectant before and after competition.

Record keeping

Use the NSW Government QR code system to collect an electronic record of the name, contact number and entry time for all staff, volunteers, attendees and contractors.

Note: Organisations are not required to keep proof of vaccination status in their records.

Agree

Yes

Tell us how you will do this

Once QR code received these will be printed and made available in multiple locations across park .COVID marshals will also verbally ask participants if they have checked into venue and have QR code accessible. this system will be maintained for the duration of season and at any training events conducted by STG LAC.

Processes must be in place to ensure that people provide the required contact information, such as by checking phones for the green tick to confirm they have checked in (keeping 1.5m physical distance between staff and patrons). QR codes should be clearly visible and accessible including at entrances to the event.

Agree

Yes

Tell us how you will do this

COVID marshals and COVID safety officer will be present at each QR code and check for 'green tick' before entry to park.

If a person is unable to provide contact details, for example due to age or language barriers, another person may provide contact details on their behalf. If it is not possible for check-in to occur, keep a record of the name, contact number and entry time for all staff, attendees and contractors for a period of at least 28 days. These records must be provided in an electronic format such as a spreadsheet as soon as possible, but within 4 hours, upon request from an authorised officer.

Agree

Yes

Tell us how you will do this

A paper attendance log will be available for those who are unable to access QR code. This will then be entered into an excel spreadsheet each Friday to ensure accessibility should this be required.

Other types of venues or facilities at the event must complete COVID-19 Safety Plans where applicable. If contact details are captured electronically upon entry to the event on the relevant day, additional collection of contact details via electronic methods may not be required if there is no other public access to the sub-premises. However, additional contact details and time of entry must be captured if the event has sub-premises that are gyms, entertainment facilities, hospitality venues, nightclubs and retail premises.

Agree

Yes

Tell us how you will do this

this is not applicable for ST G LAC as venue is managed by local council who would ensure this occurs should the area be used by another organisation.

I agree to keep a copy of this COVID-19 Safety Plan at the business premises

Yes