

Hills District Little Athletics

COVID-19 SAFETY PLAN

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Ground Location AH WHALING RESERVE
ROXBOROUGH PARK ROAD
BAULKHAM HILLS

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Jonathan Siney is responsible for this document

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Introduction

The purpose of this COVID-19 Safety Plan (The Plan) is to provide an overarching plan for the implementation and management of procedures by Hills District Little Athletics (HLDA; Us) to support Hills District Little Athletics and its members and participants in the staged resumption of community sport and club activities.

The arrangements set out in this Plan are intended to prevent the transmission of COVID-19 among members, participants, coaches, officials, administrators/volunteers, visitors, families and the broader community. The Plan provides the framework to govern the general operation of the Hills District Little Athletics, any facilities it controls, the playing/training behaviour of all members and participants and the monitoring and reporting of the health of attendees at Hills District Little Athletics facilities.

This Plan includes, but is not limited to, the conduct of:

- a. staged training and competition activities (sport operations); and
- b. facility management and supporting operations (facility operations).

At all times the Plan is subject to all regulations, guidelines and directions of government and public health authorities.

Key Principles

This Plan is based on, and accepts, the AIS Framework for Rebooting Sport in a COVID-19 Environment (AIS Framework) and the National Principles for the Resumption of Sport and Recreation Activities (National Principles) and should be read in conjunction with the LANSW “Back on Track” checklist and associated documents contained therewith.

The Plan also accepts as key principles that:

- The health and safety of members, participants, coaches, officials, administrators/volunteers, visitors, families and the broader community is the number one priority;
- Members, participants, coaches, officials, administrators/volunteers, families and the broader community need to be engaged and briefed on Hills District Little Athletics return to sport plans;

- Facilities are assessed and appropriate plans are developed to accommodate upgraded hygiene protocols, physical distancing and other measures to mitigate the risk of transmission of COVID-19;
- Training / competition cannot resume until the arrangements for sport operations and facility operations are finalised and approved by LANSW, if necessary; and
- At every stage of the return to sport process Hills District Little Athletics must consider and apply all applicable State and Territory Government and local restrictions and regulations. Hills District Little Athletics needs to be prepared for any localised outbreak at our facilities, within our competition or in the local community.

Responsibilities under this Plan

Hills District Little Athletics retains the overall responsibility for the effective management and implementation of the return to sport activities and operations outlined in this Plan.

The Management Committee of Hills District Little Athletics is responsible for:

- Approving the Plan and overseeing the implementation of the arrangements in the Plan; and
- Revising the Plan as required, ensuring it reflects up to date information from government and public health officials.

The Management Committee has appointed the following person as the Hills District Little Athletics COVID-19 Safety Coordinator to execute the delivery of the Plan and to act as a point of contact for information relating to this Plan:

Name: Jonathan Siney

Email jsiney@bigpond.com

Contact Number 0420 855 443

Hills District Little Athletics expects all members, participants, coaches, officials, administrative staff and volunteers to:

- Comply with the health directions of government and public health authorities as issued from time to time;

- Understand and act in accordance with this Plan as amended from time to time;
- Comply with any testing and precautionary measures implemented by Hills District Little Athletics;
- Act with honesty and integrity in regard to the state of their personal health and any potential symptoms; and
- Monitor their health and take a cautious approach to self-isolation and reporting of potential symptoms.

Return to Sport Arrangements

As at the date of this version of the Plan, participants are training at Level C of the AIS Framework. The Plan outlines specific sport requirements that Hills District Little Athletics will implement for Levels A, B and Level C of the AIS Framework. Please confirm the current level applicable at the date you are using this document to ensure you are following the correct guidelines.

4.1 AIS Framework Arrangements

The protocols for conducting sport operations and facility operations under Level B and Level C of the AIS Framework are set out in the Appendix.

4.2 Roadmap to a COVIDSafe Australia

Hills District Little Athletics will also comply with the Australian government's Roadmap to a COVIDSafe Australia, which places limits on the type of activity that can be conducted and the number of people who can gather at facilities, notwithstanding the activities permitted by the AIS Framework (see below).

AIS Activities Level A:

Outdoor training sessions on own, with coach, or with 1 training partner and no sharing of equipment (e.g. javelin, discus, high-jump mats, pole vault, shot put, hammer, starting blocks).

Level B:

Full training. Avoid running in slipstream of others.

Level C:

Full training and competition. Competition — Multi Event rooms remain a risk and time spent here should be minimised with adequate space/separation. Similarly, call rooms pre event will need to be restructured

Roadmap Activities N/A Step 1:

No indoor activity. Outdoor sport (up to 10 people) consistent with AIS Framework.

Step 2:

Indoor/outdoor sport up to 20 people. Physical distancing (density 4m²).

Step 3:

Venues allowed to operate with up to 500 people with physical distancing. Community sport expansion to be considered consistent with AIS Framework.

Further steps TBC

Recovery

When public health officials determine that the outbreak has ended in the local community, Hills District Little Athletics will consult with relevant authorities to identify criteria for scaling back its COVID-19 prevention actions. Hills District Little Athletics will also consider which protocols can remain to optimise good public and participant health.

At this time the Management Committee of Hills District Little Athletics will consult with key stakeholders to review the delivery of its return to sport arrangements and use feedback to improve organisational plans and systems.

Appendix: Outline of Return to Sport Arrangements

Part 1 – Sport Operations

Area Plan Requirements (for activities under AIS Framework Level B) Plan Requirements (for activities under AIS Framework Level C)

Approvals

Hills District Little Athletics must obtain the following approvals to allow a return to training/
Competition at Level B:

- State/Territory Government approval of the resumption of community sport (received)
- Relaxation of public gathering restrictions to enable training to occur (received)
- Local government/venue owner approval to training at venue (received)
- National/state sporting body/local association approval of return to training for community sport (received)
- Club committee has approved return to training for the Hills District Little Athletics (confirmed).
- Insurance arrangements confirmed to cover training (confirmed).

Hills District Little Athletics must obtain the following approvals to allow a return to
training/competition at Level C:

- Relaxation of public gathering restrictions to enable training to occur. (Confirmed)
- Local government/venue owner approval to training/competition at venue, if required. (Confirmed)
- National/state sporting body/local association approval to return to training/competition for community sport. (TBA pending the confirmation of the LANSW Back on Track checklist and the submission and acceptance of this COVID-19 Safety Plan document)
- Club committee has approved this COVID-19 Safety Plan and has approved a return to competition for the Hills District Little Athletics (pending the confirmation of the LANSW)
- Insurance arrangements confirmed to cover competition. (Confirmed)

Training Processes

Hills District Little Athletics committee have held multiple briefings on our Level B training processes. All coaches and age managers to have attended a briefing and all resources, and the required protocols have been prominently displayed on our website, social media outlets and on quick reference posters at our venue.

- Club officials are to continuously emphasise the AIS Framework principle of “Get in, train, get out” – arrive dressed ready to train.
- Hills District Little Athletics will detail specifics of training/competition processes. This will be published to the same extent as our Level B processes and will include briefings, and published materials readily available and distributed to our mailing lists and visible at our venue. Details will include:
 - AIS Framework principles – full sporting activity that can be conducted in groups of any size (subject to COVIDSafe Roadmap)
 - Limits on unnecessary social gatherings before and after training/competition.
 - A clear outline of training permitted.
 - There will be sanitising stations at access points throughout the venue with signage.
 - Treatment of shared equipment (e.g. sanitise equipment before, during, after sessions) and use of such equipment to be limited.
 - No sharing of personal equipment.
 - Personal hygiene encouraged (e.g. wash hands prior to training, no spitting or coughing).
 - Attendance lists have been created and utilized by all age groups.
 - Access to treatment from support staff.
 - Sanitising requirements continue from Level B.
 - Treatment of shared equipment continues from Level B.
 - Personal hygiene encouraged (e.g. wash hands prior to training, no spitting or coughing).
 - Training/ competition attendance register kept.

Competition Operations

Prior to the commencement of any competition approval must be sought from LANSW in accordance with this plan.

Club officials are to continuously emphasise the AIS Framework principle of “Get in, train, get out” – arrive dressed ready to compete.

Hills District Little Athletics will detail specifics of training/competition processes. This will be published to the same extent as our Level B processes and will include briefings, and published materials readily available and distributed to our mailing lists and visible at our venue. Details will include:

- Limits placed on the number of athletes, officials and volunteers to not exceed more than 500 people at any point in time.
- The committee of Hills District Little Athletics has determined that based on previous registrations, there will be a requirement to split the competition sessions to reduce the number of athletes attending the facility and to manage the traffic throughout the events. This will also ensure that social distancing protocols can be maintained. The actual age groups to be split into session 1 and session 2 will be determined by the number of registrations accepted for season 2020/21. Based on our registrations from season 2019/20 the most likely split will be junior athletes in age groups up to Under 11 in session 1, then a 30 minute break, followed by the senior athletes competing in session 2. The 30 minute break will allow for groups to vacate the facility and reinforce the framework of “Get in, train, get out”
- The Hills District Little Athletics committee has also discussed establishing a 3 week program rather than 2 week program to limit the amount of time spent at the facility and to ensure that age groups can move between events more effectively as well as limit the increased touch points of equipment.
- There is also a plan, should the registration numbers require us to do so, to move some events / age groups to compete on separate day. This may lead, but not limited, to Tiny Tots running on a Friday evening (or other day / time as determined by the committee of Hills District Little Athletics) to ensure that Hills District Little Athletics adheres to relevant Government and LANSW directives.
- There will be sanitising stations at multiple access points throughout the venue with signage.
- Treatment of shared equipment (e.g. sanitise equipment before, during, after sessions) and use of such equipment to be limited. All age managers to be provided hand sanitiser, and this is to be used before during and after each event. Age managers are to sanitise any equipment used, or that athletes can use, before during and after the event.

- No sharing of personal equipment at any time. This includes the use of baskets / containers used by age managers to carry belongings / water bottles etc. of athletes.
- Personal hygiene encouraged (e.g. wash hands prior to training, no spitting or coughing).
- Attendance lists to be created and is to be utilized by all age groups. This information will be collected prior to the commencement of any events and maintained by the COVID Safety Officer for a period of 28 days.
- All committee members, officials, volunteers and visitors to the facility will be required to fill in the attendance forms. Once signed in, a sticker will identify that the details have been registered. These forms will be managed and maintained by the COVID Safety Coordinator.
- Sanitising requirements continue from Level B.
- Treatment of shared equipment continues from Level B.
- Regular announcements to be made throughout the morning competition regarding social distancing and the requirements for sanitizing all equipment as well as hands.
- Training/ competition attendance register kept. For competitors, Results HQ will be the definitive attendance tool, however Hills District Little Athletics will insist that all age managers provide the COVID Safety Officer with a list of attendees prior to competition beginning to indicate the relevant number of athletes to be maintained as per the community guidelines for outdoor activities.
- All officials, committee members, volunteers, suppliers, (and all persons other than athletes) will be required to register their attendance at AH Whaling reserve upon arrival by completing the online JotForm. Should any of the aforementioned attendees not have access to a mobile phone, a committee member will request the details and complete on the attendees behalf.
- The Hills District Little Athletics committee endorse the use of the COVIDSafe app, and encourages all parents, athletes to download this.
- The Hills District Little Athletics committee will endorse the use of Covid Safety Marshalls throughout the sessions to ensure policies are adhered to and the AIS Framework is maintained.

Personal health

Hills District Little Athletics has detailed specifics of personal health protocols. This includes:

- Advising coaches/ age managers to adhere to a graded return to sport to avoid injury.
- Advising athletes, coaches, age managers, volunteers to not attend if unwell (including any signs/symptoms of cold, flu, COVID-19 or other illness). This includes any person who may have attended a COVID-19 hotspot not to attend the venue and to self isolate for a period of 14 days.
- Washing of hands prior to, during and after training and use of hand sanitiser provided.
- Avoiding physical greetings (i.e. hand shaking, high fives etc.).
- Avoid coughing, clearing nose, spitting etc.
- Launder own training uniform and wash personal equipment where applicable.

All Health Protocols established in Level B will continue to apply in Level C.

Hygiene

Hills District Little Athletics has detailed specifics of hygiene protocols to support Training / play, including:

- The provision of sanitation stations throughout the venue with hand sanitiser, wipes and social distancing enforced.
- The provision of hand sanitiser to all age managers for use during as well as in between events.
- Washing of hands prior to, during and after training and use of hand sanitiser provided
- No sharing of personal equipment.
- Sharing of sports equipment to be limited as much as practically possible, with athletes expected to use hand sanitiser before each attempt.
- Cleaning and sanitising of sports equipment before, during and after all sessions.
- All bathrooms to be equipped with soap and sanitiser and to be regularly checked for replenishment.

Hygiene and Cleaning measures established in Level B will continue to apply in Level C..

Communications

Hills District Little Athletics will adhere to the following protocol in communicating procedures and plans to athletes, coaches, members, volunteers and families:

- All athletes, coaches and volunteers will be briefed via an online meeting on all COVID-19 protocols and procedures including hygiene protocols, reinforcement of hand washing and general hygiene etiquette.
- All protocols will further be circulated via our mailing subscriptions lists, social channels (Facebook, etc) and prominently displayed on our website.
- Endorsement of government COVIDSafe app and encouragement to athletes, coaches, members, volunteers and families to download and use app.
- Posters will be displayed prominently at the venue. At sanitation stations, outside the clubhouse and inside the bathrooms.

Hills District Little Athletics will repeat and follow the same communication protocols as set out in Level B for Level C communications.

Part 2 – Facility Operations

Area Plan Requirements (for activities under AIS Framework Level B) Plan Requirements (for activities under AIS Framework Level C)

Approvals

- We have signed the Hills Council Allocation Agreement.
- The Hills District Little Athletics committee has an approved plan for use of club facilities.
- Hills District Little Athletics has confirmed insurance is in place with AXA

Hills District Little Athletics must obtain the following approvals to allow use of club facilities at Level C:

- State/Territory Government approval of the resumption of facility operations. (Confirmed)
- Local government has given approval for Level C use. (Confirmed)
- Club committee has approved a plan for use of club facilities. (Confirmed)
- Insurance arrangements confirmed to cover facility usage. (Confirmed)

Facilities

Hills District Little Athletics Committee has followed the athletics specific risk assessment conducted by its overseeing body LANSW and as such has determined the following:

- Hygiene and cleaning protocols as set out in Part 1 above will be adhered to and maintained.
- Showers will remain closed under Level B, Step 1 activities

Hills District Little Athletics will open Club facilities to full use under Level C.

- Return to full use of club facilities (exceptions may be added at the Committee's discretion in order to achieve Hygiene and cleaning protocols).
- Hygiene and cleaning protocols measures as per Level B.
- The first aid officer is to wear personal protection gear provided and ensure that any surfaces are sanitised before and after use.
- Personal hygiene cleaning solutions as per Level B.
- The canteen already adheres to a strict cleaning roster and hygiene protocols. Antibacterial spray and wipes to be added for use by canteen personnel to regularly disinfect surface areas during operation. A separation of duties wherever possible (one person to deal with participants, the other with food) and regular hand washing.
- The clubhouse/meeting room is only to be used with permission. The clubhouse should be cleaned before and after each use. Current meeting guidelines and social distancing to be adhered to at all times. Unnecessary meetings/social gatherings are strongly discouraged at this stage until further notice.

Facility access

All Club Members, coaches/managers have been made aware of the Hills District Little Athletics facility access limitations. This includes:

- The Committee reserves the right to undertake simple health screening (no contact temperature checks) should it have any health concerns regarding any person requesting entry to the facility
- No Club member will be allowed entry if they have:
 - COVID-19 or has been in direct contact with a known case of COVID-19 in the previous 14 days, or have been declared to have been in a COVID-19 declared hotspot in the previous 14 days.
 - Flu-like symptoms or who is a high health risk (e.g. due to age or pre-existing health conditions).
 - Travelled internationally in the previous 14 days.
- Only essential participants should attend to minimise numbers; not more than one parent/carer to attend with children; gathering numbers should not exceed LANSW guidelines or government

allowances (COVIDSafe Roadmap maximum gatherings: Step 1 (10 people), Step 2 (20 people), Step 3 (500 people))

- Any spectators should observe physical distancing requirements (>1.5 metres). No spectators other than the parent/carer of a minor child as detailed above will be allowed during Level B, Step 1.

The following facility access protocols will apply during Level C easements:

- Continue Level B protocols as appropriate.
- Gathering numbers should not exceed government allowances (COVIDSafe Roadmap maximum gatherings: Step 1 (10 people), Step 2 (20 people), Step 3 (500 people)).
- Any spectators should observe physical distancing requirements (>1.5 metres) and density requirements (one person per 4 square metres).
- All athletes and essential participants need to adhere to the clearly demarcated field entry and exit points indicated. Ask a Committee member if unsure. Our staggered arrival/departure times must be adhered to. If you arrive early, please remain in your car until your allocated arrival time.
- Non-essential personnel are discouraged from entering change rooms or other enclosed spaces.
- Physical distancing protocols including use of zones in clubrooms, change rooms, canteen including by use of physical zone indicators.
- Canteen operations to include food and cash handling protocols, hygiene and cleaning measures and established zones.
- Detailed attendance register to be kept. It is the responsibility of each age manager to ensure this is completed before the conclusion of each session.
- General advice on physical distancing in club facilities including discouraging face to face meetings where possible, restricting site visitors, deferring or splitting up large meetings.
- Detailed attendance register to be kept.

Hygiene

Hills District Little Athletics will follow all safe hygiene protocols communicated to us by LANSW including (but not limited to):

- Availability of hand sanitiser at entry/exit points to venue and elsewhere.
- Protocols for sanitising stations, sanitising shared equipment, and uniforms.
- Cleaning standards – increase regular cleans and frequent wiping of high touch surfaces (toilet facilities and sanitation standards - teams to clean equipment before and after each session, avoid sharing).
- Displaying posters outlining relevant personal hygiene guidance.
- Avoiding shared use of equipment where possible.
- Provide suitable rubbish bins with regular waste disposal.
- Guidelines for sanitisation and cleaning of Club facilities displayed prominently at the venue and circulated widely within the Club.

During Level C activities, Hills District Little Athletics will continue hygiene and cleaning measures as per Level B.

Management of unwell participants

Hills District Little Athletics have incorporated protocols into its return to Athletics plan to manage unwell members/participants of the Club.

- The Committee reserves the right to require any participant/attendee to have their temperature taken by a first aid officer on duty; the COVID Safety Coordinator or other committee member as needed.
- The Committee reserves the right to ask any participant/player to leave the venue if in the opinion of the Committee member, such person is displaying any symptoms of being unwell. The Club may require medical clearance before allowing such a participant to attend the Club facilities again.
- Any Athletes, coaches, volunteers should not attend if they are unwell or if anyone in their immediate family is unwell (including any signs/symptoms of cold, flu, COVID-19 or other illness).

Hills District Little Athletics will maintain Level B protocols for managing unwell participants during Level C relaxation.

- At the onset of any symptoms, the player, member, volunteers and their families should refrain from entering the Club venue until cleared by a medical professional.
- Should an athlete, coach, volunteer or their family member have an onset of symptoms after having previously attended the Club venue, they should inform their age manager or committee member, who in turn will notify the committee, and be subject to 14 day isolation from all Hills District Little Athletics activities;
- We encourage any athlete, coach, volunteer or family member who develop symptoms to get tested for COVID-19 and to inform the Club of the result.
- Any positive COVID-19 case within the Club will be reported to NSW Health and the appropriate cleaning measures, temporary ceasing of activities as appropriate/advised by authorities will be implemented.

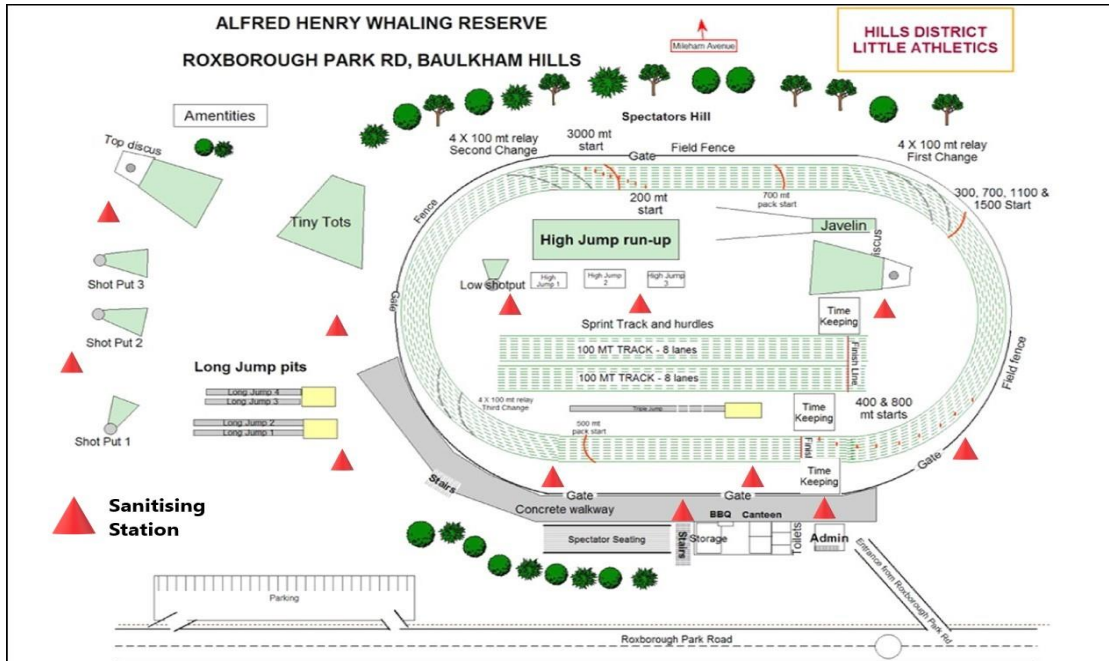
Club responsibilities

The Hills District Little Athletics club will oversee:

- Provision and conduct of hygiene protocols as per the Plan.
- The capture of a record of attendance at all training and club activities and maintaining an up-to-date log of attendance with records kept for at least 30 days.
- Coordination of all field and competition operations relating to any aspect of COVID-19 safety plans.
- Operation of the club's facilities in support of all activities in accordance with this Plan.

Ground Map

Red triangles indicate sanitizer stations to be setup on the ground to ensure coverage of all athletes and entry points to the main field



Amendment 1: 21/08/2020

Amendment to the HDLA COVID-19 Safety Plan

Update from LANSW and the Chief Health Officer regarding community sport

- Athletes should avoid travelling in groups (car pools etc) for non-family members where possible
- Athletes will only be able to attend the Centre that they have registered with (In the past athletes have been able to 'visit' another centre for competition etc).
- Only athletes/members of a respective centre will be able to attend centre-based coaching. i.e. athletes will not be able to attend another centre for coaching.
- Centre's will not be permitted to conduct Gala days or other inter-centre competition.
- No social activities (eg award dinners, ceremonies, social gatherings, post training / activity gatherings) or other face to face presentations until further notice
- Strict adherence to the 1 parent / spectator where the child requires parental supervision during the sporting activity.

In addition to the above and to ensure the safety of all athletes it is further recommended that any person associated with Hills District Little Athletics that has signs of COVID-19:

- should not attend if they are unwell, however now any athlete who is absent from Hills District Little Athletics or who has been sent home because they have flu-like symptoms must have a COVID-19 test. Testing centres can be found through this link: <https://www.nsw.gov.au/covid-19/how-to-protect-yourself-and-others/clinics>
- Athletes are not able to return to play until they return a negative COVID-19 result and are symptom free.

- A negative COVID-19 test result must be provided to the Hills District Little Athletics COVID-19 Safety Officer before a child can return. The test results can be a NSW Health or COVID-19 Testing Centre letter, SMS or email and/or a medical certificate.
- These same protocols apply to all Hills District Little Athletics officials, parents and volunteers.