

COVID SAFE PLAN DANDENONG & DISTRICT NETBALL ASSOCIATION

GUIDANCE FOR NETBALL ASSOCIATIONS, CLUBS AND TEAMS

This COVID Safe Plan template is provided to assist and support netball Associations, Clubs and teams to prepare a safe return to community netball. The COVID Safe Plan should provide information relating to the most up-to-date government and public health advice in line with the directions of the Victorian Chief Health Officer.

The following information is often updated and should only be relied on when read together with the latest public health advice. While we endeavor to provide up-to-date accurate information, we realise Government and public health advice changes regularly. You are encouraged to stay informed of the most recent COVID-19 advice from the Department of Health and Human Services and Sport and Recreation Victoria and Netball Victoria's current Return to Community Netball guidelines. You are also required to maintain contact with Local Council and/or venue managers to obtain information and advice relevant to your specific venue. The COVID Safe Plan should be reviewed and updated along with any changes to public health advice, Victorian Chief Health Officer directions or the easing of restrictions.

It is important that you develop the COVID Safe Plan in accordance with the Community Sport and Physical Recreation Industry Restart Guidelines and the current restriction level. The Guidelines can be found here: <https://www.coronavirus.vic.gov.au/coronavirus-sector-guidance-arts-and-recreation-services>

Netball Victoria's Return to Community Netball guidelines and all related resources and information can be found at <https://vic.netball.com.au/covid-19-information>

Additionally, the Victorian Government has released six COVID safe principles which relate primarily to a workplace, however, apply in a community sport setting. These COVID safe principles are included in this document as a point of reference.

COVID SAFE PRINCIPLES:

1. Ensure physical distancing
2. Wear a face mask
3. Practice good hygiene
4. Keep records and act quickly if participants, volunteers or organisers become unwell
5. Avoid interactions in enclosed spaces
6. Create workforce/activity bubbles

In order to be compliant with public health directions, The COVID Safe Plan must:

- Align with the directions issued by the Victorian Chief Health Officer
- Provide complete responses and the required supporting documentation
- Account for the current permitted level of sport or recreation activity in your plan and identify how your plan will respond to changes in permitted levels of activity.
- Ensure that activity resumption does not compromise the health of individuals or the community
- In addition to completing the COVID Safe Plan, you are still required to meet your obligations under the Occupational Health and Safety Act 2004.
- You must comply with a request to present or modify your COVID Safe Plan, if directed to do so, by an Authorised Officer or WorkSafe Inspector.
- In addition to the general restrictions for all businesses, some industries require additional obligations due to a higher transmission risk.

If you need any additional support in preparing your COVID Safe Plan email participation@netballvic.com.au

COVID SAFE PLAN TEMPLATE

Organisation details

Provide organisation name, contact person, phone number, type of organisation, ABN, address.

Organisation: Dandenong & Disdtrict Netball Association

ABN:34 389 471 501

Contact Name: Martha Langham

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Email: martha@netballdandenong.com.au

Physical Address: Gloria Pyke Netball and Sports Complex Greaves Reserve Dandenong 3175

Date Completed or Reviewed: 17/12/2020

1. ENSURE PHYSICAL DISTANCING.

You must ensure participants, volunteers and organisers are 1.5 metres apart as much as possible.

This can be done by:

- Modifying sporting activities to ensure participants remain 1.5 metres apart where possible except when engaging in physical activity
- Displaying signs to show patron limits at the entrance of enclosed areas where limits apply
- Note that where physical recreation facilities are permitted to open for classes for members of the public, specific additional requirements apply such as staggering class times. For more information see <https://www.dhhs.vic.gov.au/victorias-restrictionlevels-covid-19>

You may also consider:

- Minimising the build-up of people waiting to enter and exit the venue/facility.
- Using floor markings to provide minimum physical distancing guides

Refer to [Netball Victoria's Return to Community Netball guidelines](#).

- Return to Community Netball - Guidelines for Associations and Clubs
- Return to Community Netball Checklist
- Return to Community Netball Quick Reference Guide

The Return to Community Netball Checklist encourages Associations and Clubs to complete a thorough review of their facility and develop a strategy to mitigate the risk of people gathering or congregating. Marking entry and exit points or managing the flow of pedestrian traffic is an important element. Reviewing spaces where groups may congregate and implementing a management plan to avoid or minimise the gatherings is important.

You must apply the density quotient (where applicable) to configure shared activity areas and publicly accessible spaces to ensure that:

- You are complying with any density quotient; any group size limits and other restrictions applicable to the type of facility being used. Requirements can be found in the Industry Restart guidelines.

You should provide training to organisers and volunteers on physical distancing expectations while working and socialising. This should include:

- Avoiding car-pooling unless not reasonably practical for participants to travel another way.

Associations are encouraged to complete a review and complete a walk-through of their facility and identify entry and exit points, identify areas where people may gather or congregate. Associations are then encouraged to clearly sign entry and exit points throughout their venues and mark out areas where parents/guardians can drop off children or gather while supporting their child's participation.

2. WEAR A FACE MASK.

You must ensure all participants, volunteers and organisers entering the venue wear a face mask as per public health advice. Updated public health advice on masks is available at: <https://www.dhhs.vic.gov.au/face-masks-vic-covid-19>

Refer to Netball Victoria's Return to Community Netball guidelines.

- Return to Community Netball Face Masks
- Return to Community Netball - Guidelines for Associations and Clubs

3. PRACTICE GOOD HYGIENE AND IMPLEMENT THOROUGH CLEANING PROTOCOLS.

You should:

- Clean surfaces with appropriate cleaning products, including detergent and disinfectant
- Replace high-touch communal items with hygienic alternatives, for example single-use or contactless options where possible to do so
- Sharing of equipment should be kept to a minimum and all equipment must be cleaned and disinfected between use
- Clean between user groups or sessions

Refer to Netball Victoria's Return to Community Netball guidelines.

- Return to Community Netball - Guidelines for Associations and Clubs
- Return to Community Netball - Guidelines for Netball Victoria Members
- Return to Community Netball Checklist
- Return to Community Netball Face Masks

Return to Community Netball guidelines encourage Associations and Clubs to educate their members and implement clear and direct strategies which ensure participants are maintaining personal hygiene.

We promote the below key messages.

- Wash your hands
- Maintain 1.5m physical distancing
- If you feel unwell, stay at home

Associations are encouraged to display clear and up-to-date hygiene signage, mark entry and exit points throughout their venues and use floor markings to promote physical distancing.

Netball Victoria's updated Return to Community Netball guidelines provide information and guidance around the management of parents/guardians. At this stage, it is recommended that no general spectators attend netball competition or programs. All parents/guardians must wear a mask indoors, or outdoors where physical distancing cannot be maintained, and follow gathering restrictions.

How will personal hygiene and cleaning of facilities and equipment be maintained to minimise transmission of coronavirus (COVID-19)? Have you increased regular cleaning schedules for common use areas?

Refer to Netball Victoria's Return to Community Netball guidelines.

- Return to Community Netball - Guidelines for Associations and Clubs
- Return to Community Netball - Guidelines for Netball Victoria Members
- Return to Community Netball Checklist

Return to Community Netball guidelines encourage Associations and Clubs to prepare their facility and implement clear strategies and plans to ensure facilities and equipment are cleaned and sanitised regularly.

Associations are required to contact the Local Council or venue management to determine which facilities and amenities are open or accessible and to discuss the best course of action to manage cleaning and sanitising procedures.

Regular cleaning and sanitising procedures should be adopted for all facilities, ensuring all shared areas are safe.

4. KEEP RECORDS AND ACT QUICKLY IF PARTICIPANTS, VOLUNTEERS OR ORGANISERS BECOME UNWELL

You must support participants, volunteers and organisers to get tested and stay home even if they only have mild symptoms.

You must develop a plan to manage any outbreaks. This includes:

- Having a plan to respond to a participant, volunteer or organiser being notified by health authorities that they are a positive case and attended the facility whilst infectious. People who show symptoms or have been in close contact should NOT attend the venue/facility or activity until they receive their test results or have completed their quarantine period and are cleared by DHHS.
- Having a plan to identify and notify close contacts in the event of a positive case attending the venue/facility during their infectious period. You are also required to notify DHHS of the positive case.
- Having a plan in place to clean the venue/facility (or part) in the event of a positive case.
- Having a plan to contact DHHS and notify the actions taken, provide a copy of the risk assessment conducted and contact details of any close contacts.
- Having a plan to immediately notify WorkSafe Victoria on 13 23 60 if you have identified a person with coronavirus (COVID-19) at your venue/facility.
- Having a plan if you have been instructed to close by DHHS.
- Having a plan to re-open your venue/facility once agreed by DHHS and notify participants, volunteers, and organisers they can return to the venue/facility .
- More information can be found at <https://www.dhhs.vic.gov.au/workplace-obligationscovid-19>

Recording attendance is an integral responsibility and must be implemented at all community netball facilities when they reopen.

You will be required to request the name and phone number of every person that attends your venue and the date and time of their attendance. To reduce congestion at entry points, this information may be collected by clubs or team managers to ensure efficiency and accuracy of information. The use of technology is strongly encouraged.

Netball Victoria have provided Associations with information on suitable technologies which will assist with record keeping and attendance tracking requirements. Associations may choose the method or the technology that is right for them.

5. AVOID INTERACTIONS IN ENCLOSED SPACES

You should reduce the amount of time participants, volunteers, organisers, parents, carers and anyone in attendance are spending in enclosed spaces (e.g. entrances, foyers, bathrooms, changerooms and clubhouses). This could include:

- Enabling activities in outdoor environments
- Moving as much activity outside as possible, including serving patrons, meetings, tearooms, lunch breaks and locker rooms.
- Enhancing airflow by opening windows and doors.
- Optimising fresh air flow in air conditioning systems.

Refer to [Netball Victoria's Return to Community Netball guidelines](#).

- Return to Community Netball - Guidelines for Associations and Clubs
- Return to Community Netball - Guidelines for Netball Victoria Members
- Return to Community Netball Checklist

Associations are encouraged to make use of the Return to Community Netball Checklist, a resource which prompts the development of strategies to address the management of indoor spaces and outdoor facilities. The Return to Community Netball Guidelines for Associations and Clubs outlines the protocols for indoor spaces such as access to toilets. Netball Victoria discourages the use of change rooms and clubrooms at this stage.

6. CREATE WORKFORCE/ACTIVITY BUBBLES

You should limit the number of participants, volunteers and organisers engaging in activities across multiple teams/venues/facilities where practical. This includes avoiding as much as possible, having participants playing across multiple teams.

Refer to [Netball Victoria's Return to Community Netball guidelines](#).

- Return to Community Netball - Guidelines for Associations and Clubs
- Return to Community Netball - Guidelines for Netball Victoria Members
- Return to Community Netball Quick Reference Guide

Netball Victoria's Return to Community Netball guidelines recommend that associations limit the crossing over and mingling of teams. Associations should consider extending the time between matches to allow time between each session.