COVID SAFE PLAN
GUIDANCE FOR NETBALL ASSOCIATIONS, CLUBS, TEAMS AND MEMBERS

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.

Where the maximum capacity for a venue is 500 or more, a COVID Safe Plan must be published on the Association's website.

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 and we realise Government and public health advice changes regularly. You are encouraged to stay informed of the most recent COVID-19 advice from Department of Health 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, Open Premises Directions and other related documentation.

It is important that you develop the COVID Safe Plan in accordance with the current COVIDSafe settings in Victoria. The guidelines can be found here https://www.coronavirus.vic.gov.au/how-we-live

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 Additional support can be requested via email participation@netballvic.com.au

The COVID Safe Plan should be shared with your members and should be made available on your website.

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.

DDNA COVID SAFE PLAN

Organisation details

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

Organisation: Dandenong & District Netball Association

ABN: 34 389 471 501

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

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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/coronavirus

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 – Clubs, Associations and Members

The Return to Community Netball resources provide information and outline strategies to mitigate the risk of people gathering or congregating.

Marking entry and exit points and manage the flow of pedestrian traffic is an important element.
Limiting access to indoor spaces where possible.
Reviewing spaces where groups may congregate and implementing a management plan to avoid or minimise large gatherings is also important.

Provide physical barriers or floor markings to ensure physical distancing is maintained.
Display signage to indicate the maximum number of people permitted in any space at any one time.

Session times may be staggered to avoid large groups crossing over.
Teams encouraged to train in smaller groups, and limit crossing over with other groups.

Participants are encouraged to minimise any unnecessary body contact.

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.

Refer to Netball Victoria's Return to Community Netball guidelines.
- Return to Community Netball – Clubs, Associations and Members
- Return to Community Netball Capacity Limit Sign

Identify entry and exit points, identify areas where people may gather or congregate. Clearly communicate entry and exit points throughout the venue and mark out areas where parents/guardians can drop off children.

Indoor spaces will be measured to determine the maximum number of people permitted, complying with the relevant and most up-to-date density quotient.

Clearly mark and display signage in all other areas around the venue notifying patrons of public gathering limits.

Limit access to any indoor spaces while maintaining necessary access to toilets.

Manage areas such as canteen serving lines to ensure patrons can maintain physical distancing. Limit access to indoor canteens and provide outdoor servery access.

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 Guidelines – Clubs, Associations and Members
- Face Masks

All participants, patrons, staff and volunteers must follow the current public health advice and Government guidelines on wearing a face mask in Victoria.

Where possible, provide additional single use face masks for patrons. Provide information to anyone requiring additional information about correct use or fitting of face masks.

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 – Clubs, Associations and Members

Promote the below key messages.
- Wash your hands
- Maintain 1.5m physical distancing
- If you have any COVID symptoms, do not attend

Clean and sanitise equipment between each use including but not limited to netballs, scoreboards, team benches, goal post padding. Wash bibs after each use.

Display up-to-date hygiene signage, mark entry and exit points throughout the venue and where appropriate use floor markings to promote physical distancing.

Provide hand sanitiser at entry and exit points, or courtside where possible.

Clean high touch, frequently used surfaces regularly, develop a cleaning roster, maintain a cleaning log.

Provide the necessary cleaning resources and equipment and personal safety equipment to people carrying out cleaning roles.

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 – Clubs, Associations and Members

Clean and sanitise equipment regularly. Minimise the use of shared equipment and clean or sanitise equipment between each use.

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

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

Refer to Netball Victoria's Return to Community Netball guidelines.
- Dealing with a Positive or Suspected COVID Case
- QR Codes

Use the Dealing with a Positive or Suspected COVID Case resource to determine the most effective response a positive case attends the venue.

Read, understand and follow the Checklist for COVID Cases and Checklist for COVID Contacts https://www.coronavirus.vic.gov.au/checklist

Provide information about exposure risks to individuals attending the venue. Any individual that has been identified as a COVID contact, or is experiencing COVID symptoms will be directed to not attend.

Checking in is an integral responsibility and must be completed by everyone entering the venue. A COVID Check-In Marshall will be stationed at each entry point to ensure everyone entering the venue is checking in.

Use the Service Victoria QR codes and display at the entrance to every venue. To reduce congestion at entry points, we will provide QR codes at multiple entry points.

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 – Clubs, Associations and Members

Where possible limit access to all indoor spaces. If required, limit access to only those required for the activity. .
Provide access to toilets.

Where possible, move competition matches or training sessions to an outdoor venue.

Display signage notifying patrons of any current public gathering limits and relevant density quotients. Measure all indoor spaces and apply the relevant density quotient. Display signage indicating the maximum number of people permitted in each indoor space.

Where possible, conduct administrative activities outdoors, or in a well-ventilated space. Leave doors and windows open to encourage airflow.

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 – Clubs, Associations and Members

Limit the number of people attending. Limit the crossing over and mingling of groups. Extend the time between sessions to minimise groups mingling
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