

## COVID-19 - Safe Plan - Sports Clubs

Club name: **Ashburton Willows Cricket Club**

Version number: **v1**

Date submitted: **14/10/20**

Please use the below template to detail processes in place to address each of the restrictions/guidelines as listed.

Prior to completing this plan, please ensure you have **read and understood** the following information:

- The most recent directions from DHHS: <https://www.coronavirus.vic.gov.au/coronavirus-covid-19-reopening-roadmap-metro-melbourne>
- Any information from your State Sporting Association, these will be found via your association homepages. Most associations have a number of useful resources for clubs

Useful general information can also be found here:

- AIS framework for returning to sport: [link](#)
- DHHS FAQs: [link](#)

	<b>Restriction in place/guideline</b>	<b>Source</b>	<b>Club information about how the committee will ensure this requirement is met</b>	<b>Adequately covered in plan (Y/N) (City of Boroondara Officer to complete)</b>
All sports	Requirement to ensure adequate spacing (1.5m) and maximum groups of people at training, pending restrictions	Directions from the deputy Chief Health Officer	Club has adopted the wider Cricket Victoria COVID plan for both training and game days. Accordingly, clear signage for maintaining 1.5m distancing will be put up on the ground and the clubhouse. In addition to this there will be limitation on the number of players allowed during training and game days. Refer to Cricket Victoria COVID plan adopted by AWCC (Page 8-10 for training and page 14 for games)	Y
	Contact details (name and number) of participants must be captured,	Directions from the deputy Chief Health Officer		Y

<p>including date and time.</p> <p>Records must be controlled (not disclosed) and destroyed after 28 days as per Restricted Activity Directions (no.9)</p>		<p>An online record system has been developed in accordance with the record keeping requirements. This can be accessed via QR code on a smart phone or by accessing <a href="https://tinyurl.com/AWCCRegister">https://tinyurl.com/AWCCRegister</a></p> <p>The QR Code will capture the contact name, phone, date and time.</p> <p>The records will be kept for 28 days and will be destroyed by the relevant contact.</p>	
<p>When outdoor non-contact sport can resume for adults, limited to the minimum number of people required for the activity (e.g. players, necessary coaches and umpires).</p>	<p>Directions from the deputy Chief Health Officer</p>	<p>In accordance with Cricket Victoria guidelines the number of players will be limited during training and game days.</p> <p>The AWCC COVID plan will be communicated and distributed to all teams, players, coaches and administrative staff at the club.</p>	<p>Y</p>
<p>When outdoor sport (contact and non-contact) can resume for people aged 18 and under, limited to the minimum number of people required for the activity (e.g. players, necessary coaches and umpires and those required for supervision of young children or to support people with a disability).</p>	<p>Directions from the deputy Chief Health Officer</p>	<p>In accordance with Cricket Victoria guidelines the number of players will be limited during training and game days.</p> <p>The AWCC COVID plan will be communicated and distributed to all teams, players, coaches and administrative staff at the club.</p>	<p>Y</p>

<p>Pending restrictions at the time, use of indoor facilities may be restricted to change rooms, showers and toilets only (sports pavilions only)</p>	<p>Directions from the deputy Chief Health Officer</p>	<p>Clear instructions on restrictions to use of indoor facility will be put up at the clubhouse. Each team to have a COVID co-ordinator who is in charge of ensuring COVID plan is adhered to.</p> <p>Club facilities only to be used for toilets. No changing at club. Wear uniform to and from the ground. No showers. No use of the kitchen. BYO drink bottles, snacks, chairs to sit in along the ground.</p> <p>Signage will be used as per below to enforce this.</p>	<p>Y</p>
<p>Signage regarding maximum number of users, physical distancing must be installed along with hygiene signage.</p> <p>Please list the signage you intend to install</p>	<p>Directions from the deputy Chief Health Officer</p>	<p>The following signage will be put up across the grounds:</p> <p><a href="https://www.health.gov.au/sites/default/files/documents/2020/03/coronavirus-covid-19-print-ads-good-hygiene-is-in-your-hands_0.pdf">https://www.health.gov.au/sites/default/files/documents/2020/03/coronavirus-covid-19-print-ads-good-hygiene-is-in-your-hands_0.pdf</a></p> <p><a href="https://www.health.gov.au/sites/default/files/documents/2020/03/coronavirus-covid-19-print-ads-simple-steps-to-stop-the-spread-coronavirus-covid-19-print-ads-simple-steps-to-stop-the-spread.pdf">https://www.health.gov.au/sites/default/files/documents/2020/03/coronavirus-covid-19-print-ads-simple-steps-to-stop-the-spread-coronavirus-covid-19-print-ads-simple-steps-to-stop-the-spread.pdf</a></p> <p><a href="https://www.health.gov.au/sites/default/files/documents/2020/03/coronavirus-covid-19-keeping-your-distance.pdf">https://www.health.gov.au/sites/default/files/documents/2020/03/coronavirus-covid-19-keeping-your-distance.pdf</a></p> <p><a href="https://www.health.gov.au/sites/default/files/documents/2020/03/coronavirus-covid-19-keep-that-cough-under-cover_0.pdf">https://www.health.gov.au/sites/default/files/documents/2020/03/coronavirus-covid-19-keep-that-cough-under-cover_0.pdf</a></p> <p>Additional signage for Maximum number of players, Entry/Exit, Section Closed, will be put up on the grounds and clubhouse</p>	<p>Y</p>
<p>Additional cleaning measures - frequently touched surfaces cleaned twice daily with use of anti-viral</p>	<p>Directions from the deputy Chief Health Officer</p>	<p>Additional cleaning of club equipment twice daily, before and after every session</p> <p>Additional cleaning of club premises including toilets, club rooms, change rooms will be adhered to</p>	<p>Y</p>

disinfectants. This is to be reordered.			
Procedures in place to maximise likelihood of people to 'get in, train and get out'	AIS 'rebooting sport' guidelines  Directions from the deputy Chief Health Officer)	As part of the COVID safe plan, no socialising pre or post game will be allowed at the grounds. Clear instructions will be given to teams and opposition teams to 'get in, train and get out'	Y
Hand sanitisers on exit and entry to venue	AIS 'rebooting sport' guidelines  Directions from the deputy Chief Health Officer)	The club committee has approved the ordering of significant quantity of hand sanitisers, wipes, masks and gloves for both Ashburton and Ferndale park grounds that will be placed at entry and exits of the venue.	Y
Process in place to ensure people recovering from COVID-19/those who have been ill no longer pose a risk prior to them entering the facility	AIS 'rebooting sport' guidelines  Directions from the deputy Chief Health Officer)	Yes, as defined in the Covid plan including information about the symptoms of coronavirus (COVID-19) and the need to stay home when unwell will be communicated to the players, coaches and admin staff. In addition to this information will be printed and displayed in the club rooms.  The COVID sub committee have completed and are currently completing the Australian Government online COVID-19 Infection Control Training.	Y
Consideration given for managing participants who may be at higher risk from COVID-19	AIS 'rebooting sport' guidelines  Directions from the deputy Chief Health Officer)	Yes, as defined in the Covid plan including information about the symptoms of coronavirus (COVID-19) and the need to stay home when unwell will be communicated to the players, coaches and admin staff. In addition to this information will be printed and displayed in the club rooms.  Communication sent to all club members/volunteers stating that anyone who may be at higher risk to Covid to consider whether attendance at training/matches is an unnecessary risk for themselves.	Y

	<p>Masks must be worn by all patrons (<u>unless conducting strenuous exercise or other exemptions apply</u>). You should promote guidance on how to correctly fit, use and dispose (if applicable) of masks. Inform staff/volunteers that cloth masks should be washed every day after use. However if during the day the mask is visibly dirty or wet, the mask needs to be replaced and washed immediately.</p>	<p>Directions from the deputy Chief Health Officer</p>	<p>Clear signs and instructions for mandatory masks will be communicated prior and available in print at the grounds.</p> <p>We will emphasise the need to follow mask wearing protocols issued by DHHS and the state government.</p> <p>All players to be instructed wear masks on arrival/during briefings/non-strenuous activities. This will be closely monitored by the club.</p>	<p>Y</p>
	<p>Have a plan to contact DHHS and notify the actions taken, and provide contact details of any close contacts</p>	<p>Directions from the deputy Chief Health Officer</p>	<p>If an indirect or direct participant in club activities is confirmed as contracting Covid-19:</p> <ul style="list-style-type: none"> <li>- Notify DHHS immediately and follow instructions provided</li> <li>- Notify all participants in those activities of the incident</li> </ul>	<p>Y</p>

**Please list any additional control measures the club is putting in place:**

Opening Canteen:

Access to canteen is subject to when the Deputy Chief Health Officer provides direction that the restriction has been lifted. Please be aware this may not be at the third step of the reopening roadmap for metropolitan Melbourne. We will communicate with clubs when this comes in effect. If you have a canteen and intend to use this season, please fill out the below as part of your plan.

Area	Restriction in place/guideline	Notes / Links to templates and club information about how the committee will ensure this requirement is met	Adequately covered in plan (Y/N) (City of Boroondara Officer to complete)
Registration	Has the club registered their canteen with Council's health services?	Yes	Y
Canteen reopening - Takeaway	Display signage for staff and patrons and install in appropriate, high visibility locations. Downloadable	Signage covered above will also be displayed in canteen / bar area that includes:  Information about the symptoms of coronavirus (COVID-19) and the need to stay home when unwell  Hygiene and physical distancing practices.	Y
	Display a poster at the venue confirming that staff have reviewed the guidelines, including evidence that at least one staff member at your venue has completed the Victorian Government online coronavirus (COVID-19) training.	3 members for the committee at AWCC have now completed the Vic Govt online coronavirus certification. All club coaches and captains have been encouraged to also obtain this certification.  This has been provided to the council with this plan.  All club coaches (senior and junior), senior team captains, committee members have attended the Cricket Victoria COVID Control seminar.	Y
	Promote physical distancing by placing floor or wall markings or signs to identify 1.5 metres distance between	Yes, the club will include markings to identify 1.5 metre distance between persons in the queue area and maximum numbers	

	persons for queues and waiting areas and using physical barriers where possible.		
	Place physical barriers or use floor signage to maintain 1.5 metres physical distancing between cashiers and patrons. Consider installation of sneeze guards.	Yes, the club will include markings to identify 1.5 metre distance between persons in the queue area and maximum numbers	Y
	Display menus for takeaway services outside your venue and introduce online ordering wherever possible.	Club facilities only to be used for toilets. No changing at club. Wear uniform to and from the ground. No showers. No use of the kitchen. BYO drink bottles, snacks, chairs to sit in along the ground.	Y
	Set up a record keeping folder for Staff Coronavirus (COVID-19) Health Questionnaires which are encouraged to be completed before starting any shift.	As part of the club arrival/departure register in the covid plan referred to above	Y
	Remove, or prevent access to, any self-service buffet-style food service areas and communal condiment and drink stations.	N/A	N/A
	Not provide any tables and chairs to encourage the participants to arrive dressed, train, and leave post session.	Confirm that this is part of the COVID plan. Club facilities only to be used for toilets. No changing at club. Wear uniform to and from the ground. No showers. No use of the kitchen. BYO drink bottles, snacks, chairs to sit in along the ground.	Y

Date endorsement given: 15/10/2020

A handwritten signature in cursive script, appearing to read 'Luke Casey'.

Signed: (Luke Casey, Acting Coordinator Sport and Events)

A handwritten signature in cursive script, appearing to read 'Katherine Sparrow'.

Signed: (Katherine Sparrow, Public Health)