

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



Your COVID-19 Safety Plan

Community sport

Business details

Business name	Rouse Hill Rams Touch Tootball
Business location (town, suburb or postcode)	ROUSE HILL
Completed by	Matt McEvoy
Email address	<u>vicepresident@ramstouch.com.au</u>
Effective date	8 November 2021
Date completed	14 November 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

Anyone feeling unwell are encouraged not to attend or participate at the sporting fields and urged to get tested

Confirmation of all committee being double vaccinated

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

As above - plus all have undertaken the COVID training course

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

QR code at all entrances to the fields with everyone encourage to register their attendance at the sporting fields

It is also called out in all marketing, social media communication a reminder of NSW Health guidelines on being fully vaccinated to attend the sporting ovals

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>

Agree

Yes

Tell us how you will do this

All players are required to provide their vaccination certificate prior to being able to play

It is also called out in all marketing, social media communication a reminder of NSW Health guidelines on being fully vaccinated to attend the sporting ovals

Physical distancing

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

Agree

Yes

Tell us how you will do this

The sporting fields are bigger than the amount of players and spectators at the field at any 1 time

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

All Committee wear bright orange vests and will be making people aware the need to social distance if observing any instances of non social distancing behaviour

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

All Committee wear bright orange vests and will be making people aware the need to social distance if observing any instances of non social distancing behaviour

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

All Committee wear bright orange vests and will be making people aware the need to social distance if observing any instances of non social distancing behaviour

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

All Committee wear bright orange vests and will be making people aware the need to social distance if observing any instances of non social distancing behaviour

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

Its a very large public carpark with no areas of concern

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

Agree

Yes

Tell us how you will do this

Communicate social distancing practices to be adhered wherever possible

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

Outdoor event

Use outdoor settings wherever possible.

Agree

Yes

Tell us how you will do this

It's an outdoor complex with the only indoors areas are the toilets, Refs room and canteen - all will keep doors and windows open for maximum ventilation

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

Agree

Yes

Tell us how you will do this

All indoor areas all will keep doors and windows open for maximum ventilation

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

not applicable or 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 or available

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 or available

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

Canteen volunteers to wear a mask when serving customers

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

Agree

Yes

Tell us how you will do this

Hand cleaner and sanitiser available for all to use -
Gloves are worn by everyone handling food

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

Agree

Yes

Tell us how you will do this

Council facilities that are maintained by them, however committee volunteers will randomly inspect and provide more soap if needed

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 & BBQ volunteers will regularly wipe down service areas

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

NSW Health QR code is at all entrances with all participants and spectators encouraged to sign in - aligned to NSW Health recommendations

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

NSW Health QR code is at all entrances with all participants and spectators encouraged to sign in - aligned to NSW Health recommendations

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 manual form will be made available

Other types of venues or facilities within the premises must complete COVID-19 Safety Plans where applicable, including any play centres. 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

NSW Health QR code is at all entrances with all participants and spectators encouraged to sign in - aligned to NSW Health recommendations

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

Yes