



# COVID-19 SAFETY PLAN

Terrigal Trotters

<b>Club</b>	Terrigal Trotters
<b>Club Meeting Location</b>	Trotters Tree, Terrigal
<b>Club President/Association CEO</b>	Delta Unsworth
<b>Contact Email</b>	admin@terrigoaltrotters.com.au
<b>Contact Mobile Number</b>	0439 711527
<b>Version</b>	4.0 [last revised 18/08/2020]
<b>Mark Lee is responsible for this document</b>	

# Template Instructions

1. The Australian Institute of Sport ( **AIS** ) has published a “Framework for Rebooting Sport in a COVID-19 Environment” to inform the resumption of sporting activity in Australia, including community sport. Sport Australia has separately developed a “Return to Sport Checklist for Clubs and Associations” that provides operational guidance to local sporting clubs and associations on considerations that should be taken into account to appropriately resume sport and club operations.
2. To support the AIS and Sport Australia return to sport documents, Sport Australia has developed this COVID-19 Safety Plan template. This template can be used by associations and clubs to consolidate their planning for the resumption of activities at its club. Your association/club should review the Sport Australia Checklist and document its operational requirements for return to sport in the Appendix to this COVID-19 Safety Plan.
3. Yellow highlighting within brackets i.e. [ ] indicates further information is required from an association/club prior to finalising and adopting the COVID-19 Safety Plan. Before finalising, insert relevant information where highlighted in yellow and delete these template instructions.
4. Your association/club’s COVID-19 Safety Plan should be appropriately ratified within your club’s governance arrangements and regularly reviewed to ensure it remains fit for purpose and aligned with the AIS Framework, government restricted activity measures, public health advice and health and safety laws.
5. **DISCLAIMER:** This template does not constitute legal or health and safety advice. A club should take its own professional advice regarding the development and contents of its COVID-19 Safety Plan.

# Table of Contents

<b>1. Introduction</b>	<b>4</b>
<b>2. Key Principles</b>	<b>4</b>
<b>3. Responsibilities under this Plan</b>	<b>5</b>
<b>4. Return to Sport Arrangements</b>	<b>5</b>
4.1 AIS Framework Arrangements	5
4.2 Roadmap to a COVIDSafe Australia	6
<b>5. Recovery</b>	<b>6</b>
<b>Appendix: Outline of Return to Sport Arrangements</b>	<b>7</b>
Part 1 – Sport Operations	7
Part 2 – Facility Operations	8

# 1. Introduction

The purpose of this COVID-19 Safety Plan (**Plan**) is to provide an overarching plan for the implementation and management of procedures by Terrigal Trotters to support Terrigal Trotters 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 Terrigal Trotters, any facilities it controls, the training behaviour of all members and participants and the monitoring and reporting of the health of attendees at Terrigal Trotters.

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.

## 2. 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**).

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 Terrigal Trotters' 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 cannot resume until the arrangements for sport operations and facility operations are finalised and approved, if necessary; and
- At every stage of the return to sport process Terrigal Trotters must consider and apply all applicable State and Territory Government and local restrictions and regulations. Terrigal Trotters needs to be prepared for any localised outbreak at our facilities, within our competitions or in the local community.

### 3. Responsibilities under this Plan

Terrigal Trotters retains the overall responsibility for the effective management and implementation of the return to sport activities and operations outlined in this Plan.

The Committee of Terrigal Trotters 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 Committee has appointed the following person as the Terrigal Trotters 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:

<b>Name</b>	Mark Lee
<b>Contact Email</b>	markleeis@gmail.com
<b>Contact Number</b>	0490 059 146

Terrigal Trotters 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 Terrigal Trotters;
- 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.

### 4. Return to Sport Arrangements

As at the date of this Plan, participants are training at Level B of the AIS Framework. The Plan outlines specific sport requirements that Terrigal Trotters will implement for Level B and Level C of the AIS Framework.

Terrigal Trotters will transition to the training activity and facility use as outlined in Level C of the AIS Framework and the training/competition activities and facility use outlined in Level C of the AIS Framework when permitted under local restrictions and regulations.

#### 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

Terrigal Trotters 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).

<b>AIS Activities</b>	<b>Level A:</b> Training in no more than pairs. Physical distancing required.	<b>Level B:</b> Indoor/outdoor activity. Training in small groups up to 10. Physical distancing required.		<b>Level C:</b> Full sporting activity (training and competition) allowed. No restriction on numbers. Contact allowed.	
<b>Roadmap Activities</b>	N/A	<b>Step 1:</b> No indoor activity. Outdoor sport (up to 10 people) consistent with AIS Framework.	<b>Step 2:</b> Indoor/outdoor sport up to 20 people. Physical distancing (density 4m <sup>2</sup> ).	<b>Step 3:</b> Venues allowed to operate with up to 100 people with physical distancing. Community sport expansion to be considered consistent with AIS Framework.	<b>Further steps TBC</b>

## 5. Recovery

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

At this time the Committee of Terrigal Trotters 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 Terrigal Trotters Stage 1	Plan Requirements Terrigal Trotters Stage 2
<b>Approvals</b>	<p>The club must obtain the following approvals to allow a return to training at Level B:</p> <ul style="list-style-type: none"> <li>• State/Territory Government approval of the resumption of community sport.</li> <li>• Relaxation of public gathering restrictions to enable training to occur.</li> <li>• Club committee approval for return to training for club.</li> <li>• Advise insurer that Terrigal Trotters is beginning a modified return to Saturday runs under the 'Return to Sport' Guidelines and Public Health Orders.</li> </ul>	<p>The club must obtain the following approvals to allow a return to training/competition at Level C:</p> <ul style="list-style-type: none"> <li>• Relaxation of public gathering restrictions to enable training to occur.</li> <li>• Club committee has approved return to competition for club.</li> </ul>
<b>Training Processes</b>	<ul style="list-style-type: none"> <li>• The single 6:00am group start time has been removed. Members may begin their run at any time throughout the morning to reduce numbers and meet current Public Health Orders.</li> <li>• Faster runners encouraged to start before slower runners to increase distancing between groups/people.</li> <li>• Physical distancing requirements before, during and after activity communicated to members (&gt; 1.5m / 4m<sup>2</sup>).</li> <li>• Shared drink facility not provided, Members encouraged to bring their own water bottles and leave in their car.</li> <li>• Run attendance saved to Club online database.</li> <li>• Monitoring of plan objectives at start/finish location during active times.</li> </ul>	<ul style="list-style-type: none"> <li>• The single 6:00am group start time has been removed. Members may begin their run at any time throughout the morning to reduce numbers and meet current Public Health Orders.</li> <li>• Physical distancing requirements before, during and after activity communicated to members (&gt; 1.5m / 4m<sup>2</sup>)</li> <li>• Shared drink facility not provided, Members encouraged to bring their own water bottles and leave in their car.</li> <li>• Run attendance saved to Club online database.</li> <li>• Monitoring of plan objectives at start/finish location during active times.</li> </ul>
<b>Personal health</b>	<ul style="list-style-type: none"> <li>• Stay home when you're unwell, and get tested if you have respiratory symptoms or fever</li> <li>• Maintain good hand washing and cough/sneeze hygiene</li> </ul>	<ul style="list-style-type: none"> <li>• Stay home when you're unwell, and get tested if you have respiratory symptoms or fever</li> <li>• Maintain good hand washing and cough/sneeze hygiene</li> </ul>

	<ul style="list-style-type: none"> <li>Stay 1.5 metres away from other people whenever and wherever we can</li> </ul> <p>Before, during and after training or runs, Members should:</p> <ul style="list-style-type: none"> <li>Avoid physical greetings (i.e. hand shaking, high fives etc.).</li> <li>Avoid coughing, spitting and clearing of nasal/respiratory secretions</li> </ul>	<ul style="list-style-type: none"> <li>Stay 1.5 metres away from other people whenever and wherever we can</li> </ul> <p>Before, during and after training or runs, Members should:</p> <ul style="list-style-type: none"> <li>Avoid physical greetings (i.e. hand shaking, high fives etc.).</li> <li>Avoid coughing, spitting and clearing of nasal/respiratory secretions</li> </ul>
<b>Hygiene</b>	<ul style="list-style-type: none"> <li>Hand sanitiser at start / finish location</li> <li>Cash run fee not collected, alternate options made available.</li> </ul>	<ul style="list-style-type: none"> <li>Hand sanitiser at start / finish location</li> </ul>
<b>Communications</b>	<p>The Terrigal Trotters Covid-19 Safety Plan will be available on the Club website.</p> <p>Details of the Terrigal Trotters Covid-19 Safety Plan will be communicated in clear language through the following channels:</p> <ul style="list-style-type: none"> <li>Email to all Members</li> <li>Facebook post, including reminders and updates, on the Club page</li> </ul> <p>Terrigal Trotters Members can contact one of the Club's Member Protection Officer if they would like to discuss any Club related issues.</p>	<p>The Terrigal Trotters Covid-19 Safety Plan will be available on the Club website.</p> <p>Details of the Terrigal Trotters Covid-19 Safety Plan will be communicated in clear language through the following channels:</p> <ul style="list-style-type: none"> <li>Email to all Members</li> <li>Facebook post, including reminders and updates, on the Club page</li> </ul> <p>Terrigal Trotters Members can contact one of the Club's Member Protection Officer if they would like to discuss any Club related issues.</p>
<b>Travel</b>	Club advice to Members to avoid carpools or bus travel with people from different household groups where possible	Club advice to Members to avoid carpools or bus travel with people from different household groups where possible
<b>Social</b>	Club to cease face-to-face social activities relating to community sports (e.g. award ceremonies, end-of-season social gatherings, post-training group dinners)	Club to cease face-to-face social activities relating to community sports (e.g. award ceremonies, end-of-season social gatherings, post-training group dinners)

## Part 2 – Facility Operations

Committee meetings are currently held on-line. The Club's rented storage unit is accessed by a limited number of Members who will be provided appropriate guidelines on access to this location. Health information poster is displayed within the unit and hand sanitiser is available.