

Indoor Sports Group

INDUSTRY COVID SAFE PLAN

Sporting covered by this plan	This plan is to guide the following sports on a return to play: Karate Taekwondo Basketball Boxing Darts Gymnastics Handball Ice Skating Judo Badminton Association Billiards & Snooker Fencing Ice Racing Indoor Bowls Squash Weightlifting Queensland Sport Climbing Table Tennis Tenpin Bowling Volleyball
Date	4 th June 2020

Purpose: As per the information released by the Queensland Government on 25 May 2020 Industry COVID Safe Plans will be developed by industry for industry. This template is to guide the sport, recreation and fitness industries to develop an Industry COVID Safe Plan.

The purpose of the plans are to help businesses in your industry show the health authorities and the community that they operate safely and can service more customers than outlined in the roadmap.

Once approved, these plans will then be published on the Queensland COVID-19 website for any businesses in that industry to access (regardless of membership to an Industry Body).

Overview

Contact Sports and Non- Contact Sports make up our Group:

Primarily our non- contact sports participants often do not face each other and operate easily with social distancing compliance in large open areas. These sports are planning on returning in stage 2 and by nature of the sport and venue areas of play could satisfy 4m2 with multiple groups of 20. 16 of the 21 Sports are non-contact.

Contact Sports – participants do face each other and incidental and full contact does occur with participants.

Stage 2 - Contact sports modify their training focus to fitness and modified games where applicable keeping the distance rule in place in Stage 2 to meet compliance standards of 1.5 metres and within the facility 4m².

Contact sports operating in commercial venues or who are not able to comply with the distance requirements returning in stage 3, competition phase complying with numbers of participants to meet regulations. 7 Sports in the Indoor Group are regarded either Full contact or Fair contact sports.

- Indoor Sports operating in school environments (community sport) will return when school restrictions allow.
- Indoor Sport request relaxation of participation numbers (multiple separated groups) to accommodate the large spaces available to many indoor sports. Each sport has identified the number of participants that it can accommodate for non-contact sports and those modified activities for contact sports in defined spaces during Stage 2 while meeting all regulations imposed.
- All indoor Sport request multiple groups of 100 in Stage 3 still complying with distancing and compliance with all other factors current at the time of Stage 3 at a time publicised by Health Authorities.

Each individual sport will complete a sport specific COVID safe operational plan to meet Chief Health Officers requirements and noting points approved and outlined in this Indoor Sport submission.

Range of Images of Indoor Sports layouts provided in Appendix 2, in addition to the Indoor Sports matrix provided in an Attachment to this plan.

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1. Introduction

The purpose of this Industry Covid Safe Plan (**Plan**) is to provide an overarching plan for the implementation and management of procedures by the QSport Indoor Sports Group to support sports that play within an Indoor Sport venue in Queensland and its members and participants in the staged resumption of community sport and organisation 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 Indoor sports, in particular those conducted any venues/facilities utilised, managed or controlled by the organisations listed, the training and competition behaviour of all members and participants and the monitoring and reporting of the health of attendees involved in Indoor sporting activities or utilising indoor venues/facilities.

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.

This plan will be updated in accordance with any changes to public health directions.

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 \(National Principles\)](#).

This staged approach is in line with directions from the Queensland Government's Chief Health Officer, specifically [Queensland's Roadmap](#) to easing restrictions and also the [Return to Play Guide](#) for the Queensland Sport, Recreation and Fitness industries.

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 the Indoor Sport Industry's return to sport plans which are specific to each sport;
- 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 and/or competition 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 the Indoor Sporting Industry must consider and apply all applicable State Government and local restrictions and regulations. The Sports Industry needs to be prepared for any localised outbreak at our facilities, within our competitions or in the local community.

Indoor Sport is recorded as a high risk activity – the following key points need to be addressed within all other directives as part of the overarching principles outlined in this plan.

- Record-keeping of all persons that enter venues and playing spaces.
- Where multiple groups of 20 participants is proposed within a playing space/zone there will be no co-mingling of groups.
- Management and segmentation of multiple groups of 20 participants though:
 - separation whilst in play
 - scheduling to eliminate group overlap
 - booking systems in place to manage participant numbers.

- Implementation of strict hygiene and sanitisation measures in particular:
 - at all entry and exit points
 - communal areas and shared facilities
 - shared participant equipment.

3. Responsibilities under this Plan

The Indoor Sport Industry retains the overall responsibility for the effective management and implementation of the return to sport activities and operations outlined in this Plan.

The Board of QSport and specifically the Indoor Sport group is responsible for:

- 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 and seeking approval from Queensland Health regarding amendments.

The Indoor Sport Group has appointed the following person as the [Association/Organisation] 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:

Name	Gail Torrens
Contact Email	gail@tbaq.org.au

The QSport Indoor Sports group (The Group) 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 The Group;
- 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.

INTERACTION BETWEEN APPROVED INDUSTRY COVID SAFE PLANS

If there are multiple activities being undertaken at a venue/facility (for example - dining, sports, approved training courses, fitness or recreational), several approved industry plans may apply. If this is the case, the following will apply:

- Where there is clear separation between the activities (e.g. dining and sport) the relevant plan applies to the relevant area. A COVID Safe Statement of Compliance for the appropriate plan will be displayed in each area.
- Where the activities cross over (for example amenities, entry/exits, carparks):
 - Where possible these areas of cross over will be minimised. Such as designating a particular entry, exit, amenities and carpark for each activity.
 - Where the cross over cannot be minimised, a decision will be made as to which plan takes priority in which common area and will be followed.
 - For example, the entry, exit, carpark and amenities may be common to both activities and will be managed under the dining plan.

- In this case the entity responsible for the dining plan will ensure these areas are appropriately managed and the separate groups from the dining and sport activity will not intermingle.

Where a business is operating alongside of a not-for-profit community group, the business would normally take responsibility for managing the shared or common areas.

The approved Industry plans are located at www.COVID19.qld.gov.au.

4. Return to Sport Arrangements

As at the date of this Plan, participants and organisations are planning to return to organised training/activity during Stage 2. The Plan outlines specific sport requirements that Indoor Sporting Organisations will implement for Stage 2 and 3 of the Queensland Roadmap to easing restrictions.

The Indoor Sport Industry will transition to the training activity and facility use as outlined in Stage 2 of the Queensland Roadmap and the training/competition activities and facility use outlined in Stage 3 of the Queensland Roadmap when permitted under State restrictions and regulations.

4.1 Queensland Government Framework Arrangements

The protocols for conducting sport operations and facility operations under Stage 2 and Stage 3 of the Queensland Roadmap to easing restrictions are set out in the Appendix.

4.2 Roadmap to easing Queensland's restrictions 1st June 2020

Roadmap to easing Queensland's restrictions

A step-down approach to COVID-19

Unite against COVID-19

CONTINUING CONDITIONS • Social distancing, 1.5 metres and hygiene • Stay at home if you're sick • Tracking, tracing, rapid response • Work at home if it works for you and your employer

EASING TO DATE	STAGE 1: from 11:59pm 15 MAY 2020 (2 weeks)	STAGE 2: commencing from 12 noon 1 JUNE 2020 (6 weeks)	STAGE 3: 10 JULY 2020
SCHOOLS PLAN	11 May Kindy, Prep Years 1, 11, 12	25 May Years 2–10	School holidays (27 Jun–12 Jul)
<p>Family, friends and community</p> <ul style="list-style-type: none"> › Gatherings in homes (household + 2 visitors from the same or different households, or up to 5 visitors from the same household) › Household or one friend and within 50kms of home for recreational purposes: <ul style="list-style-type: none"> › go for a drive › have a picnic › visit a national park › go fishing, boating or jet-skiing <p>Retail shopping</p> <ul style="list-style-type: none"> › Allowing retail shopping for non-essential items within 50kms of home <p>Schools</p> <ul style="list-style-type: none"> › Gradual return to class › 11 May: Kindy, Prep and Years 1, 11 and 12 › 25 May: Years 2–10. <div style="background-color: #fce4d6; padding: 5px; margin-top: 10px;"> <p style="text-align: center; font-weight: bold; color: #800000;">COVID SAFE checks</p> <ul style="list-style-type: none"> › Surveillance and epidemiological indicators suggest a move would NOT present an undue risk › Testing is widespread and adequately identifies community transmission › Point source outbreaks are effectively contained by public health actions. </div>	<p>Family, friends and community</p> <ul style="list-style-type: none"> › Gatherings in homes (household + max 5 visitors, allowed from separate households) › Gatherings of up to 10 people: <ul style="list-style-type: none"> › outdoor, non-contact activity › personal training › pools (indoor and outdoor) › public spaces and lagoons* (e.g. South Bank Parklands, Cairns, Airlie Beach etc) › parks, playground equipment, skate parks and outdoor gyms › libraries › weddings › hiking and other recreational activities in national and state parks › places of worship and religious ceremonies › Funerals (max 20 indoors or 30 outdoors) › Recreational travel (max 150kms within your region for day trips) <p>Businesses and economy</p> <ul style="list-style-type: none"> › Retail shopping › 10 people permitted at any one time for: <ul style="list-style-type: none"> › dining in (with COVID SAFE Checklists): restaurants, cafés, pubs, registered and licensed clubs, RSL clubs and hotels – no bars or gaming › open homes and auctions › beauty therapy and nail salons (with COVID SAFE Checklists) <p>Outback[†]</p> <ul style="list-style-type: none"> › Dining in (with COVID SAFE Checklists): restaurants, cafés, pubs, registered and licensed clubs, RSL clubs and hotels (max 20 at any one time) for locals only (must show proof of residence) – no bars or gaming › Recreational travel including overnight accommodation max 500 kms within the outback only if you live in the outback. 	<div style="border: 1px solid #800000; padding: 5px; margin-bottom: 10px;"> <p style="text-align: center; font-weight: bold; color: #800000;">UPDATE</p> <ul style="list-style-type: none"> › Unlimited travel and overnight stays for all of Queensland* (including for school holidays) › Dining in or seated drinks in restaurants, cafés, pubs, registered or licensed clubs, RSL Clubs, hotels and casinos (no gaming) – up to 20 patrons per room or per defined area (Indoors or outdoors) for a venue (when following a COVID SAFE Industry Plan[‡]) </div> <p>Family, friends and community</p> <ul style="list-style-type: none"> › Gatherings of up to 20 people: <ul style="list-style-type: none"> › homes › public spaces and lagoons* (e.g. South Bank Parklands, Cairns, Airlie Beach etc) › non-contact indoor and outdoor community sport* › personal training › gyms*, health clubs* and yoga studios* › pools* (Indoor and outdoor) and community sports clubs* › museums*, art galleries* and historic sites* › weddings › parks, playground equipment, skate parks and outdoor gyms › libraries* › hiking, camping and other recreational activities in national and state parks › places of worship* and religious and civil ceremonies › Funerals (max 50) › Recreational travel, camping and accommodation, including caravan parks (anywhere in Queensland) <p>Businesses and economy</p> <ul style="list-style-type: none"> › Retail shopping › Tourism accommodation › 20 people permitted at any one time for: <ul style="list-style-type: none"> › indoor cinemas* › open homes* and auctions* › outdoor amusement parks*, tourism experiences*, zoos* and arcades* › concert venues*, theatres*, arenas*, auditoriums* and stadiums* › beauty therapy, nail salons, tanning, tattoo parlours and spas (with COVID SAFE Checklists). 	<p>Subject to further planning and review, interstate travel will be permitted and a maximum of 100 people* will be permitted for:</p> <ul style="list-style-type: none"> › gatherings in public spaces and homes › restaurants, cafés, pubs, registered and licensed clubs, RSL clubs, food courts and hotels › Indoor cinemas › places of worship and religious ceremonies › museums, art galleries and historic sites › pools and community sports clubs › community sport › gyms, health clubs and yoga studios › outdoor amusement parks, zoos and arcades › concert venues, theatres, arenas, auditoriums and stadiums › weddings › funerals › saunas and bathhouses › open homes and auctions › casinos, gaming and gambling venues › nightclubs › beauty therapy, tanning, nail salons and spas, tattoo parlours and non-therapeutic massage parlours › libraries › hiking, camping and other recreational activities in national and state parks. <div style="background-color: #fce4d6; padding: 5px; margin-top: 10px;"> <p style="text-align: center; font-weight: bold; color: #800000;">The public health rules to maintain:</p> <ul style="list-style-type: none"> › Physical distancing › 4 square metres per person when indoors › Hand hygiene › Respiratory hygiene › Frequent environmental cleaning and disinfection </div> <p style="font-size: small; margin-top: 10px;">* More with COVID SAFE Plan approved by health authorities [†] Max 20 with a COVID SAFE Checklist when not complying with the COVID SAFE Industry Plan [‡] Outback areas as defined by Local Government Areas. Details on COVID19.qld.gov.au [§] Except Biosecurity Areas or Restricted Areas</p>
<p style="font-size: small;">Last updated 30.05.20</p>	<div style="background-color: #fce4d6; padding: 5px; border: 1px solid #800000; display: inline-block;"> <p style="font-size: small; margin: 0;"> COVID SAFE check point › assess impact › review border › review biosecurity and designated areas </p> </div>	<div style="background-color: #fce4d6; padding: 5px; border: 1px solid #800000; display: inline-block;"> <p style="font-size: small; margin: 0;"> COVID SAFE check point › assess impact › review border › review biosecurity and designated areas </p> </div>	<div style="background-color: #fce4d6; padding: 5px; border: 1px solid #800000; display: inline-block;"> <p style="font-size: small; margin: 0;"> COVID SAFE check point › assess impact › review border › review biosecurity and designated areas </p> </div>

5. Recovery

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

At this time the QSport Indoor Sport group 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 1: Outline of Return to Sport Arrangements

Part 1 – Sport Operations

Area	STAGE TWO (1st June)	STAGE THREE (10 July)
Approvals	<p>The organisation must obtain the following approvals to allow a return to training in Stage 2:</p> <ul style="list-style-type: none"> • This Covid Safety Plan is industry specific and has been approved by State Government • Local government/venue owner approval to training at venue, if required. • National/state sporting body/local association approval of return to training for community sport. • Organisation committee has approved return to training for organisation. • Insurance arrangements confirmed to cover training. 	<p>The organisation must obtain the following approvals to allow a return to training/competition in Stage 3:</p> <ul style="list-style-type: none"> • This Covid Safety Plan is industry specific and has been approved by State Government • Local government/venue owner approval to training/competition at venue, if required. • National/state sporting body/local association approval to return to training/competition for community sport. • Organisation committee has approved return to competition for organisation. • Insurance arrangements confirmed to cover competition.
Education and Training	<p>Organisations will provide training and education to all participants, volunteers, families and staff:</p> <ul style="list-style-type: none"> • Provide training on COVID-19 infection control to staff and volunteers responsible for the conduct of training, event operations or any other relevant activity (sanitising surfaces and SWA requirements). • Make all participants aware of appropriate hygiene measures and that they should not attend if unwell. • Government resources should be prominently displayed around grounds and facilities and at entry points, including handwashing and personal infection control advice. • Provide briefings and/or educational materials to outline protocols under Stage 2 in advance of return to sport for participants, including the obligations on and expectations of such participants. <p>Organisations must outline the requirements for training of the workforce including all staff and volunteers and communicate these requirements to workforce and their representatives.</p> <p>Training may consist of the following requirements:</p> <ul style="list-style-type: none"> • Mandatory training provided by TAFE Queensland for all staff in industries requiring a COVID Safe checklist. See 	<p>Organisations will provide training and education to all participants, volunteers, families and staff:</p> <p>Requirements continue from Stage 2. Organisations must outline the requirements for training of the workforce including all staff and volunteers and communicate these requirements to workforce and their representatives.</p> <p>Training may consist of the following requirements:</p> <ul style="list-style-type: none"> • Mandatory training as outlined by the Queensland Government such as staff in industries requiring a COVID Safe checklist provided by TAFE Queensland for café and restaurants. • Any training that has been approved or outlined by Queensland Health. • Any training as outlined by a Peak Body or State Level Organisation specifically relevant to the activity. • For State associations training at the venue comprising of checklists downloaded that would fit each specific venue with volunteers and staff aware of the checklists each shift or schedule. <p>Further information and advice is available for organisations, in the Return to Play guide provided on the Return to Play website. The guide will continue to be updated by the Department of Housing and Public Works (Sport and Recreation).</p>

	<p>the COVID Safe Businesses website for more information.</p> <ul style="list-style-type: none"> • Any training that has been approved or outlined by Queensland Health. • Any training as outlined by a Peak Body or State Level Organisation specifically relevant to the activity. <p>Further information and advice is available for organisations, in the Return to Play guide provided on the Return to Play website. The guide will continue to be updated by the Department of Housing and Public Works (Sport and Recreation).</p> <p>Corona Virus anxiety link: (Adults) – Ref Australian Psychological Society https://www.tenpin.org.au/wp-content/uploads/2020/05/20APS-IS-COVID-19-Public-Older_adults-1.pdf</p> <p>Further industry specific training will be developed and provided by the Active Queenslanders Industry Alliance.</p> <p>Covid Safe 'checklist' for each type of business. Alternatively, Business owners that would like to better understand their WHS duties regarding COVID-19 can call 1300 005 018 or their union or industry association.</p>	<p>It is understood that further industry specific training will be developed and provided by the Active Queenslanders Industry Alliance.</p>
<p>Training & Competition Processes</p>	<p>Organisation to detail specifics of training processes.</p> <ul style="list-style-type: none"> • Player/Volunteer/staff briefing to occur at each changeover. • Non-contact activity permitted for up to 20 people in a group. • Organisation to emphasise AIS Framework principle of “Get in, train, get out” – arrive ready to train. • Adjust length and scheduling of training sessions to eliminate overlap. • Clearly outline nature of training permitted e.g; Non-contact training the groups of 20 can take place including <ul style="list-style-type: none"> – Conducting sport drills – Controlled activities, marking and handball drills – Non contact solo activities —unrestricted. – Receiving and distribution skills in line with the 1.5m social distancing. – Goal shooting and goalkeeping skills – Defending with 1.5m distance – No contested drills, tackling, grappling, wrestling, body on body drills. – Training drills must be designed with social distancing measures in place 	<p>Organisation to detail specifics of training/competition processes.</p> <ul style="list-style-type: none"> • Standard activity permitted to occur for up to 100 people. • Contact and non-contact activity permitted in playing area • Organisation to emphasise AIS Framework principle of “Get in, train, get out” – arrive ready to train. • For larger team sports, consider maintaining some small group separation at training. • Clearly outline nature of training/activity permitted. • Limited access to treatment from support staff. • Sanitising requirements continue from Stage 2. • Treatment of shared equipment continues from Stage 2. • Personal hygiene encouraged (e.g. wash hands prior to training, no coughing). • Training/playing attendance register kept (records kept for 56 days) • Consider modifications to playing conditions or activity rules to support physical distancing where possible.

	<ul style="list-style-type: none"> – There must be a minimum distance of 1.5m between participants at all time – No standing around close to other participants during or in between drills or any activity in play area (e.g. when waiting in line) • Sanitising requirements, including use of sanitising stations. • Sharing of some equipment is permitted (e.g. sanitise equipment before, during, after sessions) and use of such equipment to be limited. • No sharing of personal equipment. • No sharing of bibs or any clothing. • Personal hygiene encouraged (e.g. wash hands prior to training). • Guidance for travel arrangements to training is provided (e.g. physical distancing on public transport, limit car pool/taxi/Uber use). • Training/activity attendance register (records kept for 56 days). 	
Physical distancing	<p>Organisations to develop and implement physical distancing requirements during training activities including:</p> <ul style="list-style-type: none"> • Maintaining base density requirement of 4 square metres per person and physical distancing (>1.5 metres) • Venue safety protocols and training drills/activities to maintain a distance of at least 1.5 metres • No co-mingling for each playing space and zone • Management and segmentation of group of participants through specific buffer zones and spacing • Avoid participant interactions including handshakes and high fives within each playing space and zone. • Specific restrictions on contact coaching and training drills during Stage 2, as mentioned above. • Defined training/activity areas for each training group, maintaining base density requirement of 4 square metres per person and physical distancing (>1.5 metres). • Limit unnecessary social gatherings (particularly adults) • Guidance for travel arrangements (e.g. physical distancing on public transport, limit car pool/taxi/Uber use). 	<p>Organisations to develop and implement physical distancing requirements during training and competition activities including:</p> <ul style="list-style-type: none"> • Requirements continue from Stage 2. • Maintaining base density requirement of 4 square metres per person and physical distancing (>1.5 metres) where practical • Training/activities and competition protocols to maintain a distance of at least 1.5 metres where practical • Avoid participant interactions including team huddles, handshakes and high fives • Specific restrictions on contact training drills and competition as applicable may be required • Defined areas for each group during training/competition, • Maintain a base density requirement of 4 square metres per person and physical distancing (>1.5 metres) where practical • Limit unnecessary social gatherings (particularly adults) • Guidance for travel arrangements (e.g. physical distancing on public transport, limit car pool/taxi/Uber use).
Personal health	<p>Organisation to detail specifics of personal health protocols.</p> <ul style="list-style-type: none"> • Graded return to sport to avoid injury. 	<p>Organisation to detail specifics of personal health protocols.</p> <ul style="list-style-type: none"> • Requirements continue from Stage 2

	<ul style="list-style-type: none"> • Advice to players, coaches, volunteers to not attend if unwell (including any signs/symptoms of cold, flu, COVID-19 or other illness). • Washing of hands prior to, during and after training and use of hand sanitiser where available. • Shower at home before and after training • No clearing nose • No spitting • Cough into the elbow • Launder own training uniform and wash personal equipment]. • No sharing of personal equipment, Shared community equipment sanitised before and after use,. • Mouthguards are not to be removed during training or play and must be sealed away when not in use. • Disinfect mouthguards after each session. • No physical greetings (i.e. hand shaking, high fives etc.). • Avoid touching of eyes, nose or mouth • Do not permit personal equipment on surfaces. Personal equipment bags should be arranged to permit physical distancing of participants (>1.5 metres). • Only coaches/sport staff should contact/move group equipment such as balls, training aids (cones, markers, agility ladders etc) • Shared participant equipment (particularly balls, weights balls, gloves shoes, darts, weights, platform surfaces) should be rotated, washed or wiped with antibacterial wipes or alcohol-based sanitiser prior to and after each use and at each activity break. 	
Hygiene	<p>Organisation to detail specifics of hygiene protocols to support training.</p> <ul style="list-style-type: none"> • Any safe hygiene protocols distributed by national/state sporting body or local association/club that will be adopted by organisation. • Guidelines for sanitisation and cleaning, including requirements for sanitisation stations. • Provide hand sanitiser dispensers in prominent places around facilities (particularly entry and exit points, communal areas or high use areas such as a registration desk, toilets or canteen) and ensure dispensers are regularly refilled. • Clean and sanitise any shared equipment that is used prior to use • Promote good hygiene practices in line with Government advice including: • Cleaning standards: 	<p>Organisation to detail specifics of hygiene protocols to support training/competition.</p> <ul style="list-style-type: none"> • Hygiene and cleaning measures to continue from Stage 2

	<ul style="list-style-type: none"> – Ensure spaces at each facility are regularly cleaned with disinfectant in accordance with the manufacturer’s instructions; – Surfaces should be frequently wiped down with appropriate disinfectant wipes or soap, particularly those frequently touched. This includes door handles, light switches, kitchen surfaces, bathroom surface, phones, remote controls, gates, scoreboard, menus control panels and any other high touch areas; and – Adequately clean and disinfect participant facilities before use (prior to participant arrival). Allow minimum 30minutes for cleaning between each session. <ul style="list-style-type: none"> • Strongly encourage payments online or via pay wave technology. If cash is taken ensure employees/volunteers observe good personal hygiene practices and wash their hands regularly. <p>For more information on cleaning guidelines visit the Safe Work Australia website https://www.safeworkaustralia.gov.au/covid-19-information-workplaces/industry-information/general-industry-information/cleaning</p>	
Communications	<p>Provide a detailed communications plan to communicate with players, coaches, members, volunteers, families and staff.</p> <ul style="list-style-type: none"> • Provide clear and coordinated guidance to participants and stakeholders across a range of communication channels on how a return to sport will be managed at each level of restriction; • Brief players, coaches, staff and volunteers on return to training/activity protocols including hygiene protocols (e.g. letter, email, text/WhatsApp message, Facebook post) and reinforcement of hand washing and general hygiene etiquette. • Endorsement of government COVIDSafe app and encouragement to players, coaches, staff, members, volunteers and families to download and use app. • Promote good personal hygiene practices in and around training sessions and in Organisation facilities (e.g. posters in bathrooms). • Establish relationships with key community partners and stakeholders including State public health authorities and government funding partners through your organisation’s COVID-19 Safety Coordinator. • Share timely and accurate information including how your organisation is responding to any localised outbreak. 	<p>Provide a detailed communications plan to communicate with players, coaches, members, volunteers, families and staff.</p> <ul style="list-style-type: none"> • Requirements continue from Stage 2 • Brief players, coaches, staff, members, volunteers and families on Stage 3 protocols including hygiene protocols (e.g. letter, email, text/WhatsApp message, Facebook post) and reinforcement of hand washing and general hygiene etiquette. • Promote good personal hygiene practices in and around training/competition sessions and in organisation facilities (e.g. posters in bathrooms).

	<ul style="list-style-type: none"> • Confirm an emergency management plan for each of your sport activities and they are suitable for managing a COVID-19 outbreak. • Identify trigger points for cancelling, postponing or modifying an activity and identify who has responsibility for making that decision. • Identify in advance actions to be taken if your organisation needs to postpone or cancel activities. Plan alternative ways for participants to enjoy the activities by television, radio, or online. • Establish a process of how individuals can access mental health and wellbeing counselling services. 	
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Part 2 – Facility Operations

Required by OIR

Continue to monitor COVID-19 situation and review and adjust risk management response accordingly	Plan includes meeting with stakeholders to review delivery of return to sport arrangements and review of critical incident management arrangements and test organisational readiness.
<p>Checks and preparation for reopening to manage COVID related risks (i.e. equipment/facilities), and risk management measures put in place to address COVID risks, including:</p> <ul style="list-style-type: none"> • Social distancing • Personal and hand hygiene • Workplace cleaning – frequently touched areas and routine cleaning • Appropriate use of personal protective equipment (PPE) • Managing psychosocial risks, including customer/patron aggression • Communication, consultation, instruction, training and supervision of workers and their representatives (HSRs, union representatives) – this should occur throughout whole of COVID-19 risk management process by industry • Consideration of deliveries, contractors and visitors attending the premises • Signage 	<p><u>Required by OIR</u> At each stage of risk management, Plan should include communication, consultation, instruction, training and supervision of workers and their representatives (e.g. HSRs, union representatives), see page 2 and page 3 of OIR COVID Guide: https://www.worksafe.qld.gov.au/data/assets/pdf_file/0005/191678/covid-19-overview-and-guide.pdf</p> <p>Plan should include clear coverage of COVID-safe management of deliveries, and presence of contractors and visitors to premises (club houses etc) – see SWA Guidance: https://www.safeworkaustralia.gov.au/covid-19-information-workplaces/industry-information/general-industry-information/physical?tab=tab-toc-employer</p> <ul style="list-style-type: none"> ▪ Non-essential visits to the workplace should be cancelled or postponed. ▪ Minimise the number of workers attending to deliveries and contractors as much as possible. ▪ Delivery drivers and other contractors who need to attend the workplace, to provide maintenance or repair services or perform other essential activities, should be given clear instructions of your requirements while they are on site. ▪ Ensure handwashing facilities, or if not possible, alcohol-based hand sanitiser, is readily available for workers after physically handling deliveries. ▪ Direct visiting delivery drivers and contractors to remain in vehicles and use contactless methods such as mobile phones to communicate with your workers wherever possible.
Record keeping	

	<ul style="list-style-type: none"> ▪ Direct visiting delivery drivers and contractors to use alcohol-based hand sanitiser before handling products being delivered. ▪ Use, and ask delivery drivers and contractors to use, electronic paper work where possible, to minimise physical interaction. <p>Where possible, set up alternatives to requiring signatures. For instance, see whether a confirmation email or a photo of the loaded or unloaded goods can be accepted as proof of delivery or collection (as applicable). If a pen or other utensil is required for signature you can ask that the pen or utensil is cleaned or sanitised before use. For pens, you may wish to use your own.</p> <p>Plan should clearly show Industry is keeping records of the risk management process (e.g. as outlined in the Industry Plan). The detail and extent of recording will depend on the size of workplace. It is useful to keep information on:</p> <ul style="list-style-type: none"> - the identified hazards, assessed risks and chosen control measures (including any hazard checklists, worksheets and assessment tools used in working through the risk management process) - how and when the control measures were implemented, monitored and reviewed - who you consulted with - relevant training records - any plans for changes. <p>PPE sections could include more detail – see page 6 of OIR COVID Guide: https://www.worksafe.qld.gov.au/_data/assets/pdf_file/0005/191678/covid-19-overview-and-guide.pdf</p> <p>Further detail should be included on managing psychosocial risks (including patron aggression) – see page 8 of OIR COVID Guide: https://www.worksafe.qld.gov.au/_data/assets/pdf_file/0005/191678/covid-19-overview-and-guide.pdf</p>
<p>Industry should revisit existing WHS risk management processes to identify and manage any new or changed hazards that may have arisen as a result of the Industry COVID Safe Plan</p>	<p>Statement should be included in the Plan to the effect that WHS risk management processes will be revisited to identify and manage any new or changed hazards that may have arisen as a result of the Industry COVID Safe Plan.</p>
<p>Reporting and notification of COVID-19</p>	<p>Plan should state clearly that if there is a confirmed or probable case of COVID-19 infection at a workplace, Queensland Health will be notified by the medical professional who confirms the diagnosis and the relevant testing laboratory.</p> <p>Upon being informed, a person in control of the business or undertaking must notify Workplace Health and Safety Queensland that the case has been confirmed.</p> <p>Plan should include businesses keeping a record of each notifiable incident for at least 5 years from the day that notice of the incident is given to the regulator.</p>

Area	STAGE TWO (1st June)	STAGE THREE (10 July)
Approvals	<p>The organisation must obtain the following approvals to allow use of organisation facilities:</p> <ul style="list-style-type: none"> • This Covid Safety Plan is industry specific and has been approved by State Government • Local government/venue owner approval to use facility, if required. • Organisation committee has approved plan for use of organisation facilities. • Insurance arrangements confirmed to cover facility usage. 	<p>The organisation must obtain the following approvals to allow use of organisation facilities:</p> <ul style="list-style-type: none"> • This Covid Safety Plan is industry specific and has been approved by State Government • Local government has given approval to use facility, if required. • Organisation committee has approved plan for use of organisation facilities. • Insurance arrangements confirmed to cover facility usage.
Facilities	<p>Organisations shall have a facility management plan and sport-specific structured risk assessment in place. SWA guidelines in place.</p> <ul style="list-style-type: none"> • Parts of facilities that are available during Stage 2 restrictions; limit to toilets and medical facilities and minimise use of communal facilities. • Hygiene and cleaning protocols. • Provision of appropriate health and safety equipment, Personal Protective Equipment (PPE) and personal hygiene cleaning solutions. <p>For more information on cleaning guidelines visit the Safe Work Australia website https://www.safeworkaustralia.gov.au/covid-19-information-workplaces/industry-information/general-industry-information/cleaning</p>	<p>Organisations shall have a facility management plan and sport-specific structured risk assessment in place. SWA guidelines in place</p> <ul style="list-style-type: none"> • Use of Organisation facilities will align with social distancing and hygiene requirements and State Government directives • Hygiene and cleaning protocols measures as per Stage 2 • Provision of appropriate health and safety equipment, Personal Protective Equipment (PPE) and personal hygiene cleaning solutions as per Stage 2.
Playing Spaces	<p>Some Indoor venues can accommodate multiple playing spaces or zones by meeting the following requirements:</p> <ul style="list-style-type: none"> • Defined training areas for each training group of 20 must maintain a base density requirement of 4 square metres per person and physical distancing (>1.5 metres). • Each playing space for participants must be clearly separated with signs and markers and if applicable barriers to minimise the risk of participants and balls, moving into another zone. • Separation of spaces by distance between courts with entry and exit areas for each court defined or with significant barriers, nets, and walls separating each zone. • Must not create an unnecessary risk of people congregating • Each playing space has a different entry and exit to other playing spaces • There is clear separation between playing spaces 	<p>Playing spaces may remain for competition as in training phase to minimise risk.</p> <p>Playing spaces may also remain for junior or modified games that do not require any standard playing area or court.</p>

	<ul style="list-style-type: none"> • Start and finish times at each playing space is staggered • No group from one playing space can come into contact with a group of another playing space. • Groups must remain constant, no swapping between groups. • Equipment cannot be shared between zones. • Hand sanitizers are available at the entry and exit of each zone. • High contact points with in a playing space must be cleaned before another group can access. <p>Please refer to Appendix 2. for examples playing spaces/zones on Indoor playing areas and courts</p>	
<p>Facility access</p>	<p>Organisation to detail specifics of facility access protocols.</p> <ul style="list-style-type: none"> • Confirm health screening measures (e.g. sign off of health by participants, temperature checks etc.) prior to entry to any facilities and any privacy measures organisation will take to protect sensitive health information. • Plan to manage emergency situations example postpone or cancel groups following a suspected outbreak or upcoming events should a person be contaminated – Remove or refuse entry to persons who do not follow regulations. • Record keeping of all persons that enter venues and playing spaces. • Restrictions on facility access to limit anyone who has: <ul style="list-style-type: none"> - COVID-19 or has been in direct contact with a known case of COVID-19 in the previous 14 days. - Identify persons of high health risk (e.g. due to age or pre-existing health conditions). - Travelled internationally in the previous 14 days. • Restrictions to essential participants to attend facilities/venues to minimise numbers; <ul style="list-style-type: none"> - not more than one parent/carer to attend with child/family; - encourage parent/carer to drop off/pick up outside facility/venue or remain in the car during the activity; - gathering numbers should not exceed 20 per group or allocated allowance 	<p>Organisation to detail specifics of facility access protocols.</p> <ul style="list-style-type: none"> • Details of any health screening measures (e.g. temperature checks etc.) prior to entry to any facilities and any privacy measures organisation will take to protect sensitive health information. • Record keeping of all persons that enter venues and playing spaces. • Restrictions on facility access to limit anyone who has: <ul style="list-style-type: none"> - COVID-19 or has been in direct contact with a known case of COVID-19 in the previous 14 days. - Flu-like symptoms or who is a high health risk (e.g. due to age or pre-existing health conditions). - Travelled internationally in the previous 14 days. • Restrictions to essential participants to attend facilities/venues to minimise numbers; <ul style="list-style-type: none"> - not more than one parent/carer to attend with child/family; - encourage parent/carer to drop off/pick up outside facility/venue or remain in the car during the activity; - Numbers should not exceed government allowances and apply the 1 person per 4m² restriction. - no other spectators permitted • Detailed attendance register to be kept (records kept for 56 days). • Amend training/competition days and times to reduce in-person contact for participants, and staff by:

	<p>approved by Government and apply the 1 person per 4m² restriction.</p> <ul style="list-style-type: none"> - no other spectators permitted • Develop new terms and conditions of entry and have users agree to new protocols. • Detailed attendance register to be kept (records kept for 56 days). • Amend training schedules and times to reduce in-person contact for participants, family members and staff by: <ul style="list-style-type: none"> - Scheduling time between events/training sessions for all attendees to safely arrive and exit the venue; and - Considering staggered arrival and/or departure times for different groups/teams. • Manage venue entries and exits (and separate where possible) to ensure a seamless flow of participants and attendees through the venue and limit the risk of overlap and congestion. • Restrict the use of communal facilities to toilets only during Stage 2. • Close other communal areas such as spectator seating where people can congregate. • Physical distancing protocols including line markings, signs, bollards, use of zones use and physical distancing indicators shall be used. • General advice on physical distancing in organisation facilities including discouraging face to face meetings where possible, restricting site visitors, deferring or splitting up large meetings. 	<ul style="list-style-type: none"> • Scheduling time between events/training sessions for all attendees to safely arrive and exit the venue; and • Considering staggered arrival and/or departure times for different groups/teams. • Manage venue entries and exits (and separate where possible) to ensure a seamless flow of participants and attendees through the venue and limit the risk of overlap and congestion, subject to maximum attendee number restrictions. • Restrict the use of communal facilities to toilets only where possible, with no use of showers & change rooms during Stage 3. • Physical distancing protocols including line markings, signs, bollards, use of zones use and physical distancing indicators shall be used in: <ul style="list-style-type: none"> • Club rooms, offices, meeting, official/medical rooms, halls, sheds • bar/canteen to follow regulations that are current. • Organisations that previously provided food and beverage services must complete a COVID-19 Checklist for dining at restaurant, cafes, pubs, clubs, RSL clubs and hotels. • General advice on physical distancing in organisation facilities including discouraging face to face meetings where possible, restricting site visitors, deferring or splitting up large meetings.
Hygiene	<p>Organisation to detail specifics of hygiene protocols to ensure regular sanitisation and cleaning of organisation facilities.</p> <ul style="list-style-type: none"> • Any safe hygiene protocols distributed by national/state sporting body or local association that will be adopted by organisation including: <ul style="list-style-type: none"> - Availability of hand sanitiser at entry/exit points to venue and elsewhere (may be provided by facility/venue manager) - Protocols for sanitising stations, sanitising shared equipment <p>Cleaning standards – increase regular cleans and frequent wiping of high touch surfaces.</p> <ul style="list-style-type: none"> – Displaying posters outlining relevant personal hygiene guidance. – Avoiding shared use of equipment. 	<p>Organisation to detail specifics of hygiene protocols to support use of organisation facilities.</p> <ul style="list-style-type: none"> • Continue hygiene and cleaning measures as per Stage 2.

	<ul style="list-style-type: none"> – Provide suitable rubbish bins with regular waste disposal. – Guidelines for sanitisation and cleaning of Organisation facilities. • Recommend that a COVID Safe Coordinator is allocated to each session to take responsibility of completing the cleaning requirements before the next group arrives. Commercial venues to supply sanitisers and cleaning services to be organised between the sport and the venue during play. • SWA guidelines in place to protect staff. <p>For more information on cleaning guidelines visit the Safe Work Australia website https://www.safeworkaustralia.gov.au/covid-19-information-workplaces/industry-information/general-industry-information/cleaning</p>	
Management of unwell participants	<p>Organisation to detail specifics of protocols to manage unwell participants at an organisation activity.</p> <ul style="list-style-type: none"> • Self-isolate at home if presenting symptoms. • Anyone who is unwell or develops a fever, a cough, sore throat or shortness of breath, must contact a doctor or call 13HEALTH (13 43 25 84). • Liaise with public health authorities and facilitate the sharing of information about all symptomatic participants at an activity run by your organisation, subject to privacy law. • Notify your Peak Body and the Department Housing and Public Works (Sport and Recreation) • Contact participants (refer to attendance register) if an activity attendee subsequently becomes unwell and provide advice on what actions should be taken. If an outbreak does occur at your facility, the register will need to be provided to relevant authorities (i.e. Department of Health) in a timely fashion. • Minimum details to be collected include: <ul style="list-style-type: none"> – Date of entry – First name and surname – Phone number – Time in – Time out – Club & team/group • Communicate isolation and medical procedures for all players, members, volunteers and their families at the onset of any symptoms including organisation facilities that can be used to manage symptomatic participants. • Identify with clear and unambiguous signage, a space that can be used to isolate staff or participants who become unwell at an activity 	<p>Organisation to detail specifics of protocols to manage unwell participants at an organisation activity.</p> <ul style="list-style-type: none"> • Measures as per Stage 2.

	<p>and cannot leave immediately. The isolation area should be equipped with necessary PPE supplies to facilitate hand hygiene and respiratory etiquette.</p> <ul style="list-style-type: none"> • Ensure staff/volunteers understand that participants who become unwell should be immediately isolated and given a clean disposable facemask to wear. Establish procedures to help unwell staff or participants leave the event as soon as possible and added protections for activity staff in such circumstances. • Train volunteers/organisation management on treatment of symptomatic participants and disinfecting of facilities used by such participants. • Confirm notification protocols for notifying public health authorities and other attendees of symptomatic participants. 	
<p>Follow-up after COVID-19 outbreak has ended</p>	<p>Organisations will manage the follow up after a Covid-19 outbreak has ended:</p> <ul style="list-style-type: none"> • Public health officials will determine when an outbreak has ended in a community, consult with them to identify criteria for scaling back COVID-19 prevention actions with activities. Consider which protocols can remain to optimise good public and participant health. • Plan the rescheduling of cancelled activities. • Evaluate the effectiveness of the COVID-19 Safety Plan and communications plan, adjust and recirculate to stakeholders as required. • Meet with key stakeholders to review delivery of any return to sport arrangements. Gather feedback to note lessons learned and to improve organisational plans and systems. • Review critical incident management arrangements and test organisational readiness to respond to a localised outbreak of COVID-19. • Update your organisation's business continuity plan based on learnings from the COVID-19 pandemic. 	<p>Organisations will manage the follow up after a Covid-19 outbreak has ended:</p> <ul style="list-style-type: none"> • As per Stage 2.
<p>Organisation responsibilities</p>	<p>The organisation will oversee:</p> <ul style="list-style-type: none"> • Provision and conduct of hygiene protocols as per this Industry Plan. • Capture of a record of attendance at all training and organisation activities and maintaining an up-to-date log of attendance. • Coordination of Stage 2 play area/training operations. • Operation of the organisation's facilities in support of all Stage 2 training activities in accordance with this Industry Plan. 	<p>The organisation will oversee:</p> <ul style="list-style-type: none"> • As per Stage 2 • Provision and conduct of hygiene protocols as per this Industry Plan. • The capture of a record of attendance at all training/competition and organisation activities and maintaining an up-to-date log of attendance. • Coordination of Stage 3 play area/training/competition operations.

	<ul style="list-style-type: none">• Compliance issues and the sanction of individuals for non-compliance with any law, direction or protocol.• Determine the basis of enforcing any sanctions and seek advice as required.• Determine circumstances where issues may be elevated to local or State law enforcement agencies.	<ul style="list-style-type: none">• Operation of the organisation's facilities in support of all Stage 3 training/competition activities in accordance with this Industry Plan.
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Part 3 – CHECKLIST

COVID-SAFE PLAN Checklist (SPORT)

Checklist for organisations to follow in operating under the Industry Plan

- Keep up to date with any Queensland Government information regarding sport, fitness and recreation via the [Return to Play website](#).
- Read/complete the Safe Work Australia COVID [resource kit](#) to the industry
- Check the Queensland Government's [COVID-19 website](#) to confirm your industry has a COVID Safe Plan in place. Otherwise abide by the specific restrictions outlined in the roadmap regarding the number of people, the type of activity and travel allowed.
- Check with your State Level Organisation or Peak Body if there is further information or guidance material applicable to your activity.
- Check with your venue or facility on any procedures and requirements applicable for the return of activity.
- Check with your insurer(s) or insurance broker and confirm coverage inclusions and exclusions. Clarify if there are any specific exclusions caused by COVID-19, if any conditions apply to your policies, if any specific approvals/consents are required and whether return to sport plans can be noted against relevant policies.
- Update Risk Management processes in line with the approved Industry Plan and ensure records are kept up to date.

Workforce and training

- Review the Roadmap for easing Restrictions [Framework for COVID Safe Businesses](#) to ensure that Workplace Health and Safety requirements are been met. [Supporting information for the framework](#).
- Consult with workers/volunteers and their representatives on COVID-19 measures and provide adequate information and education, including changes to tasks and practices and appropriate cleaning and disinfection practices.
- Provide personal protective equipment (PPE) where necessary and in accordance with the relevant State and National guidelines. For more information view the [Workplace Health and Safety Queensland guide](#).
- Ensure completion of any required training – including any that is mandated by the Queensland Government such as staff in industries requiring a COVID Safe Checklist.
- Postpone or cancel non-essential face-to-face gatherings, meetings and training. Consider teleconferencing/online meeting capabilities.
- Implement measures to maximise the distancing between volunteers/workers and participants to the extent it is safe and practical. Review tasks and processes that usually require close interaction and identify ways to modify these to increase physical distancing.
- Modify processes to limit volunteers/workers having to be in close contact, as much as possible. For example: assign volunteers/workers to specific areas to minimise the need to go into other spaces.
- Established sports medicine/first aid protocols that limit exposure (refer to Sports Medicine Australia SMA Support during COVID-19).
- Ensure any psychosocial risks are managed with processes implemented to manage stress from COVID-19 as outlined in the [Workplace Health and Safety Queensland guide](#).

Communication

- Update or develop communications plan with existing channels such as email, text message, and social media to share timely and accurate information with internal and external stakeholder groups.

- Ensure staff and volunteers (coaches, officials, sports medicine, equipment/ ground and administrative personal) have been informed and trained about the conditions/restrictions of re-starting the activity.

- Ensure participants, parents and carers have been informed about the conditions/restrictions of re-starting the sport and recreation activities, for example:
 - one parent/carer drop off – pick up
 - change of activities (non-contact, group sizes, etc)
 - changes of venue/facility practices (handwashing, equipment access, allocated areas).

- Ensure decision making and implementation of decisions is clear within your organisation in the lead up to and during the return to activity.

- Ensure everyone within your organisation (including paid staff and volunteers) understands their role.

- A nominated COVID Safety Coordinator or Bio-hazard Officer is in place to oversee delivery of your return to activity plan.

Financial

- The financial costs of COVID measures and the return to activity have been researched and communicated to your organisation.

- Adjust budgets as necessary for COVID-19 measures and costs.

- Check any applicable Federal or Queensland Government supports such as grants and subsidies have been implemented or applied for.

- Ensure communication of any financial changes (registration/usage/membership fees etc.) to your participants.

Legal and compliance

- Ensure your organisation is across all relevant legislation and requirements applicable to return to activity.

- Ensure any necessary consents and approvals to resume sport have been received.

- Ensure completion of a COVID-19 Safety Plan.

Physical distancing

- Place signs at entry points to instruct participants and visitors not to enter the venue/facility if they are unwell or have COVID-19 symptoms. The sign should state that your organisation has the right to refuse service and must insist that anyone with these symptoms leaves the premises.

- Use signage and communicate separate entry and exit points (drop off/pick up points) and separate participation space areas to minimise contact and maintain the required physical distancing.

- Implement measures to restrict numbers on the premises, ensuring these comply with the Industry COVID Safe Plan or the current stage of roadmap.

- Ensure physical distancing by placing floor or wall markings or signs to identify 1.5 metres distance between persons for queues and waiting areas.

- Consider using physical barriers (where practical) in high volume interaction areas to promote physical distancing.

- Remove seating or space seating at least 1.5 metres apart. Mark railings or ground to encourage appropriate distancing and BYO seat measure).

Provide contactless payments or ordering and payment online.

Keeping people healthy

Promote and encourage all participants, volunteers, workers and visitors to sign up to the COVID Safe App.

Maintain a record of people in attendance for the activity, for a period of at least 56 days so you have accurate records in the event of an outbreak.

A system is in place to record, store and if required share data (subject to privacy law).

Avoid changing participants between groups to ensure no intermingling.

Promote BYO water bottle to limit communal water bubbler/tap use.

Set up hand washing/sanitising stations and practices for participants to easily wash hands before and after (and during if required) their activity.

Direct participants, volunteers, workers and visitors to stay at home if they are sick, and to go home if they become unwell.

Put signs and posters up to remind people of the risk of COVID-19.

Consider the requirements of vulnerable groups (i.e. people with disabilities, Indigenous people, elderly).

Know the protocols for notifying health authorities of issues or suspected COVID-19 cases.

Hygiene and cleaning

Assess supply needs (including sanitisation, cleaning and PPE) and explore options for sourcing additional supplies required.

Instruct everyone to practise good hygiene by frequently cleaning their hands. Hand washing should take at least 20 to 30 seconds. Wash the whole of each hand, covering all areas with soap before washing with water.

Instruct participants to practise good hygiene including no touching of eyes, nose or mouth and no spitting or clearing nasal/respiratory secretions on field of play or in other activity settings.

Implement measures to limit contact with between participants including eliminating handshakes, high fives, huddles and celebrations.

Provide hand washing facilities including clean running water, liquid soap, paper towels. If hand washing facilities are not readily available, provide an appropriate alcohol-based hand sanitiser.

Reduce the sharing of equipment and tools and establish cleaning protocols or restrict use of shared equipment (e.g. balls).

Establish a protocol for laundering bibs, jerseys or other shared uniform items.

Close or limit use of communal facilities such as change-rooms, showers, gyms, locker rooms and ensure there is the appropriate number of people according to the restriction stages.

Implement cleaning protocols for communal facilities.

Clean frequently touched areas and surfaces at least hourly with detergent or disinfectant (including shared equipment and tools, Eftpos equipment, tables, counter tops and sinks). Surfaces used by clients, such as tables, computer scoring surfaces, must also be cleaned between clients.

Consider any necessary changes to the administration of first aid and communicate to necessary personnel.

Deliveries, contractors and visitors attending the premises

Implement a process for COVID Safe deliveries as outlined by [Safe Work Australia](#).

Use, and ask delivery drivers and contractors to use, electronic paperwork where possible, to minimise physical interaction. Where possible, set up alternatives to requiring signatures, such as taking a photo of the goods onsite as proof of delivery.

Direct visiting delivery drivers and contractors to remain in vehicles and use contactless methods such as mobile phones to communicate with your workers wherever possible.

Ensure handwashing facilities, or if not possible, alcohol-based hand sanitiser, is readily available for workers after physically handling deliveries.

Review and monitor

Regularly review your systems of operation to ensure they are consistent with current directions and advice provided by health authorities.

Additional checklist for Facility Managers / Venue Operators

Ensure completion of a COVID-19 Safety Plan for the venue.

Communication and training

Ensure communication of the completed COVID-19 Safety Plan for the venue.

Ensure communication of any procedures and requirements applicable to user groups for the return of activity.

Ensure user groups have undergone any required training or venue induction.

Manage access

Develop a playing space usage plan (where applicable) including zones, entry and exists to ensure different groups of 20 participants do not co-mingle.

Ensure and clearly mark separate entry and exit points (where possible).

Develop a plan to manage the bookings and schedule of users.

Determine the process to record all visitor to the venue, and liaise with organisations that utilising the venue to ensure record keeping processes are complementary.

Update the terms and conditions of venue use and entry as applicable.

Implement a process for other restrictions such as cancelling if wet weather to reduce the risk of people congregating such as under shelter.

Hygiene and cleaning

Undertake all hygiene and cleaning measures as outlined above.

Undertake a thorough clean of the venue including field of play entry, pitch and coaching equipment, clubrooms, toilets prior to any use by user groups.

Consider where doors and gates can remain open to minimise contact.

Preparing Field of Play for use

Implement a process for auditing facilities to ensure they are in a safe and playable condition.

Ensure field of play lines and any other line markings are clearly visible.

Ensure field, ancillary and safety lighting is working and provides a sufficient level of illumination.

Ensure public areas both in and surrounding the facility (e.g., car park, entry paths, walkways) been checked for possible issues (e.g. broken glass, trip hazards).

Ensure drinking taps/fountains have been turned off with signage preventing use.

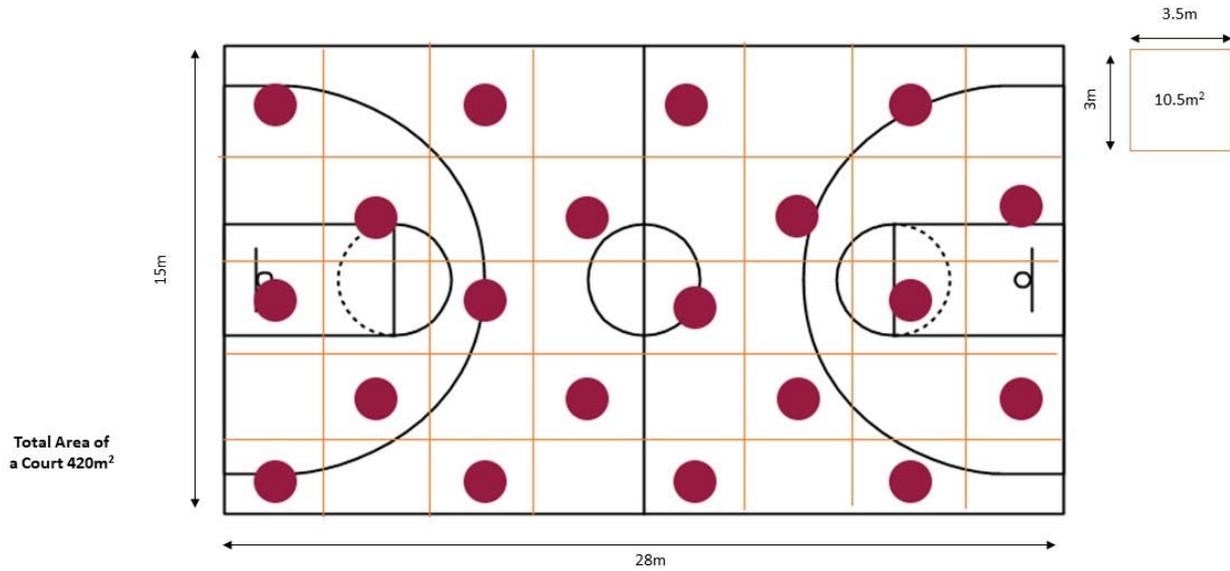
Review and monitor

Regularly review your systems of operation to ensure they are consistent with current directions and advice provided by health authorities.

Appendix 2: Examples of Playing Spaces/Zones for Indoor Playing areas

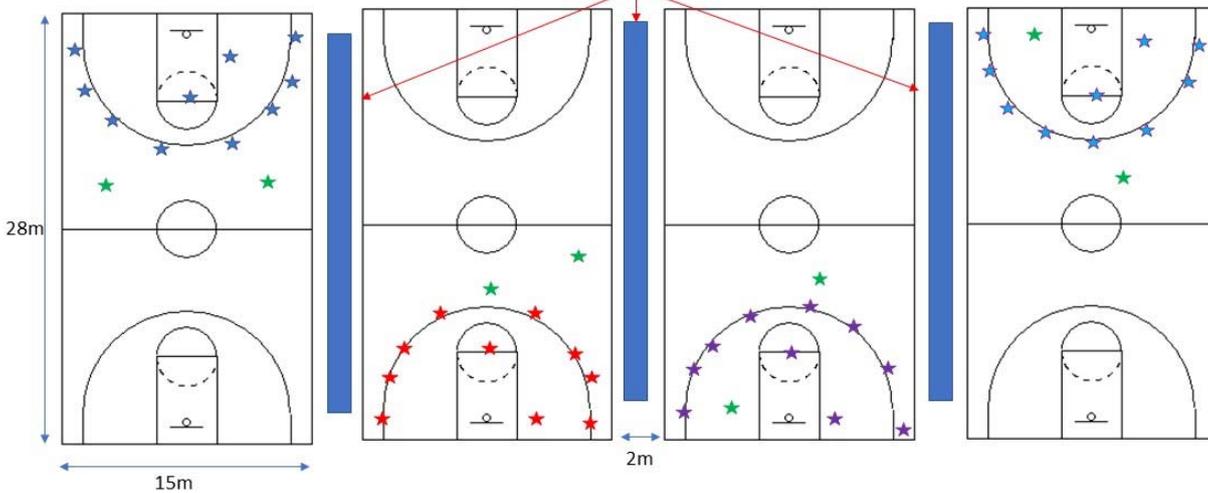
Further information included in MATRIX

Court Spacing for a Single Court



Four Basketball Courts – Showing Spacing

Seating and Scorebench forms a Barrier Between Courts



- Each court is 420m² – can fit 105 people with 4m² each
- Each star represents a participant with green stars representing coaches

- Stipulating a limit of 12 participants per court where they are side by side
- 20 participants per court where they are separated by a wall or barrier

COURT SET-UP



Rotate balls and sanitise after each use. Clearly mark where to place balls after use and where to access sanitised equipment.



Use Half Court and have a safe, physical barrier between the two ends



Ensure at least 1.5 metres between equipment (e.g. bikes, mats etc) and sanitise after each use



Ensure physical distancing of at least 1.5 metres on team benches with clear signage



ENTRY AND EXIT

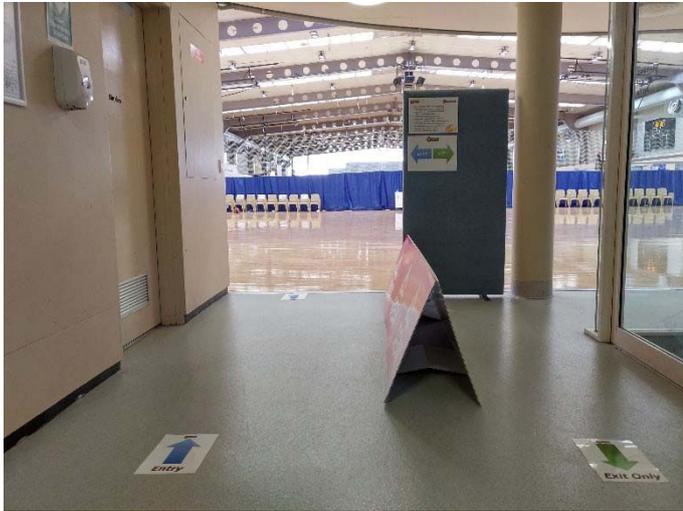


Clear signage throughout venue

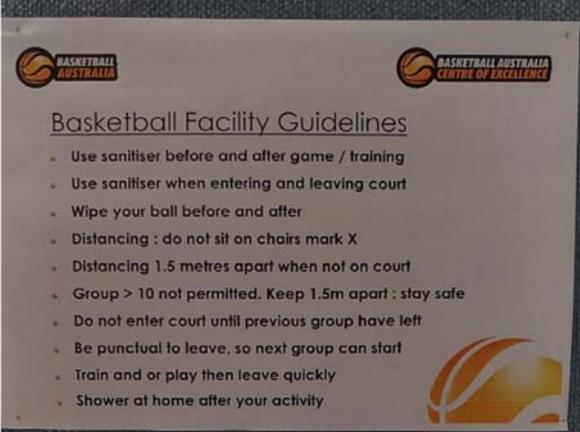


Make sure that closed areas, including spectator seating, water fountains and the like, are clearly signposted

ENTRY AND EXIT



Physically separate entry and exit include clear signage



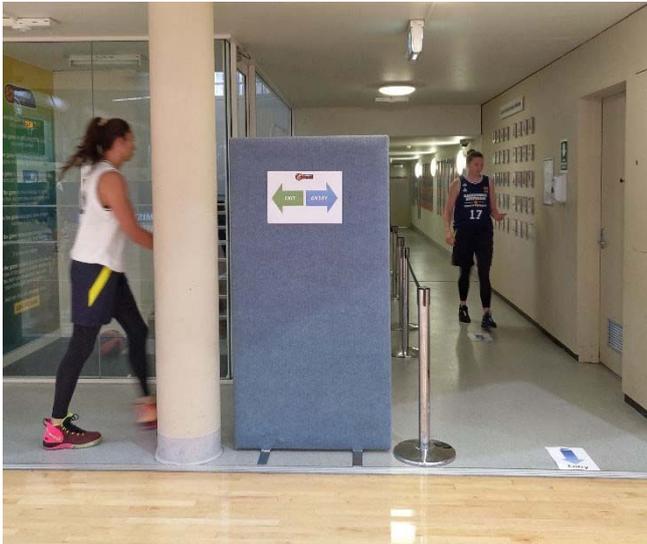
Basketball Facility Guidelines

- Use sanitiser before and after game / training
- Use sanitiser when entering and leaving court
- Wipe your ball before and after
- Distancing : do not sit on chairs mark X
- Distancing 1.5 metres apart when not on court
- Group > 10 not permitted. Keep 1.5m apart : stay safe
- Do not enter court until previous group have left
- Be punctual to leave, so next group can start
- Train and or play then leave quickly
- Shower at home after your activity



BASKETBALL AUSTRALIA

ENTRY **EXIT**



Make entry and exit point different



Maintain physical barrier where entry/exit is com

VOLLEYBALL: Further information provided in appendix 3

Volleyball Play - typical layouts for 2, 3 and 4 courts with maximum participants per court.

Official,  Players, | Dividing net or free space of minimum 8m

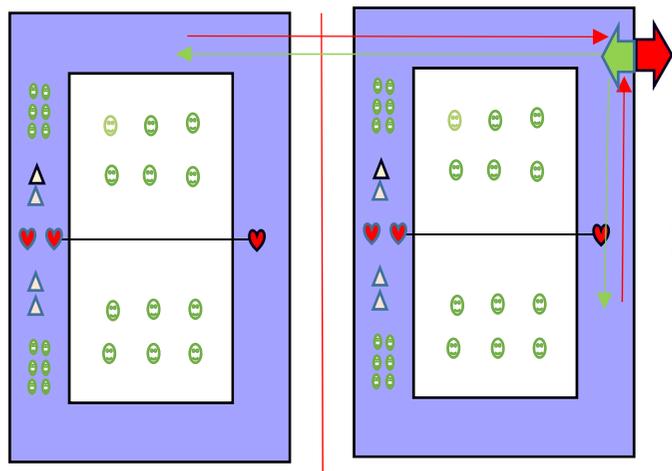


Image 2- 2 court layout

SINGLE ENTRY POINT
 Loading and unloading court area will be managed by 20 minute offsetting of start times for each court and using set flow patterns based on the number of courts. (Example in image 2)

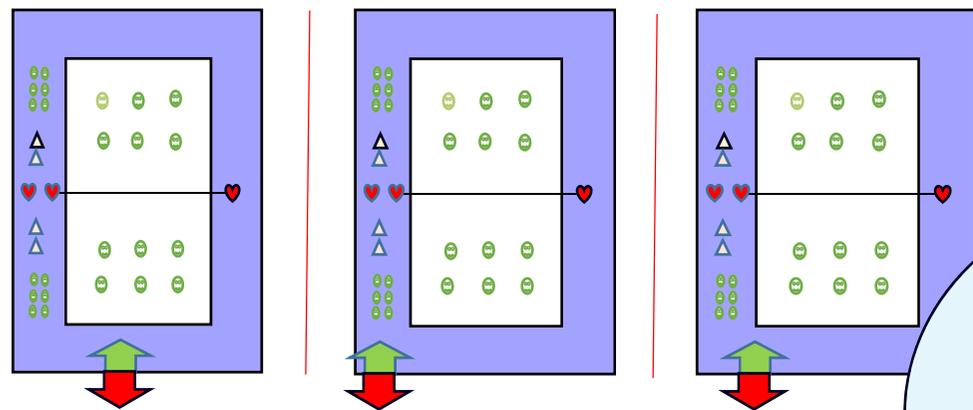


Image 3- 3 court layout

MULTIPLE ENTRY POINTS
 Loading and unloading will 'one way in and another out' or single entrance/exit per court. Congestion prevented by 20 minute offsetting of start times for each court and using set flow patterns based on number of courts. (Examples in images 3 & 4)

Coach,  Official,   Players, | Nets or free space of min. 8m

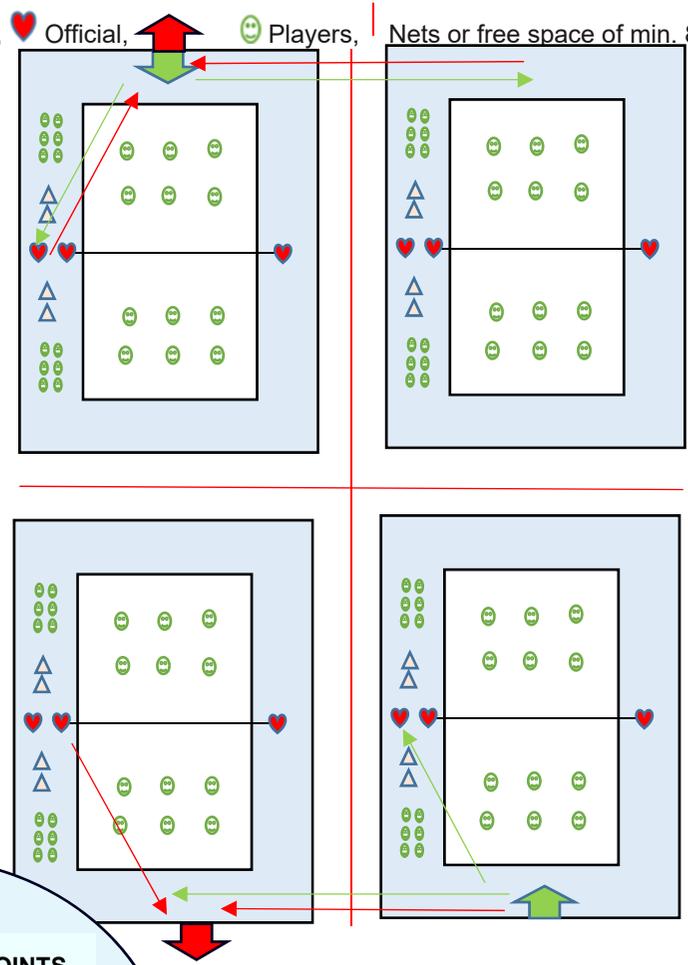
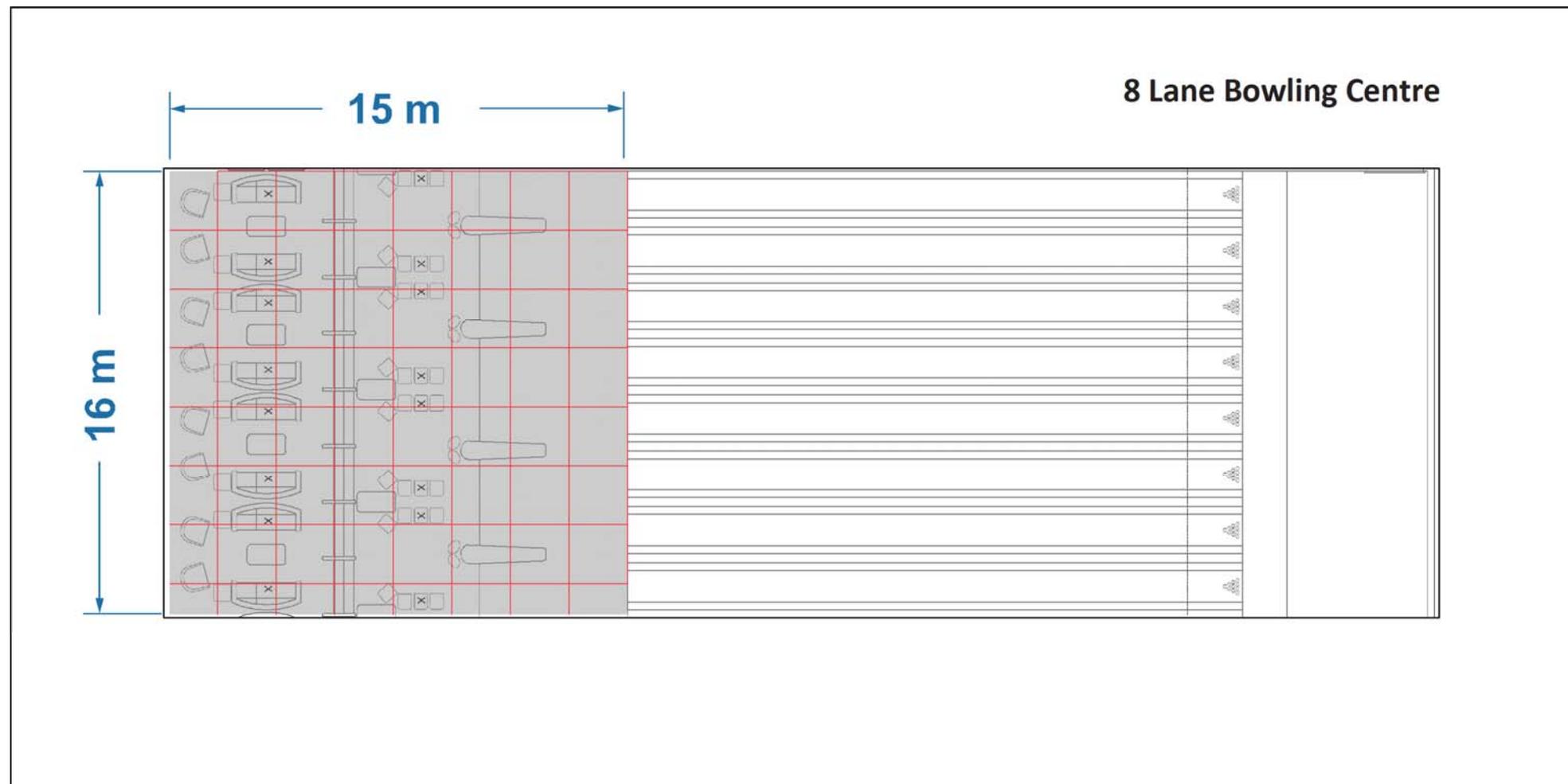
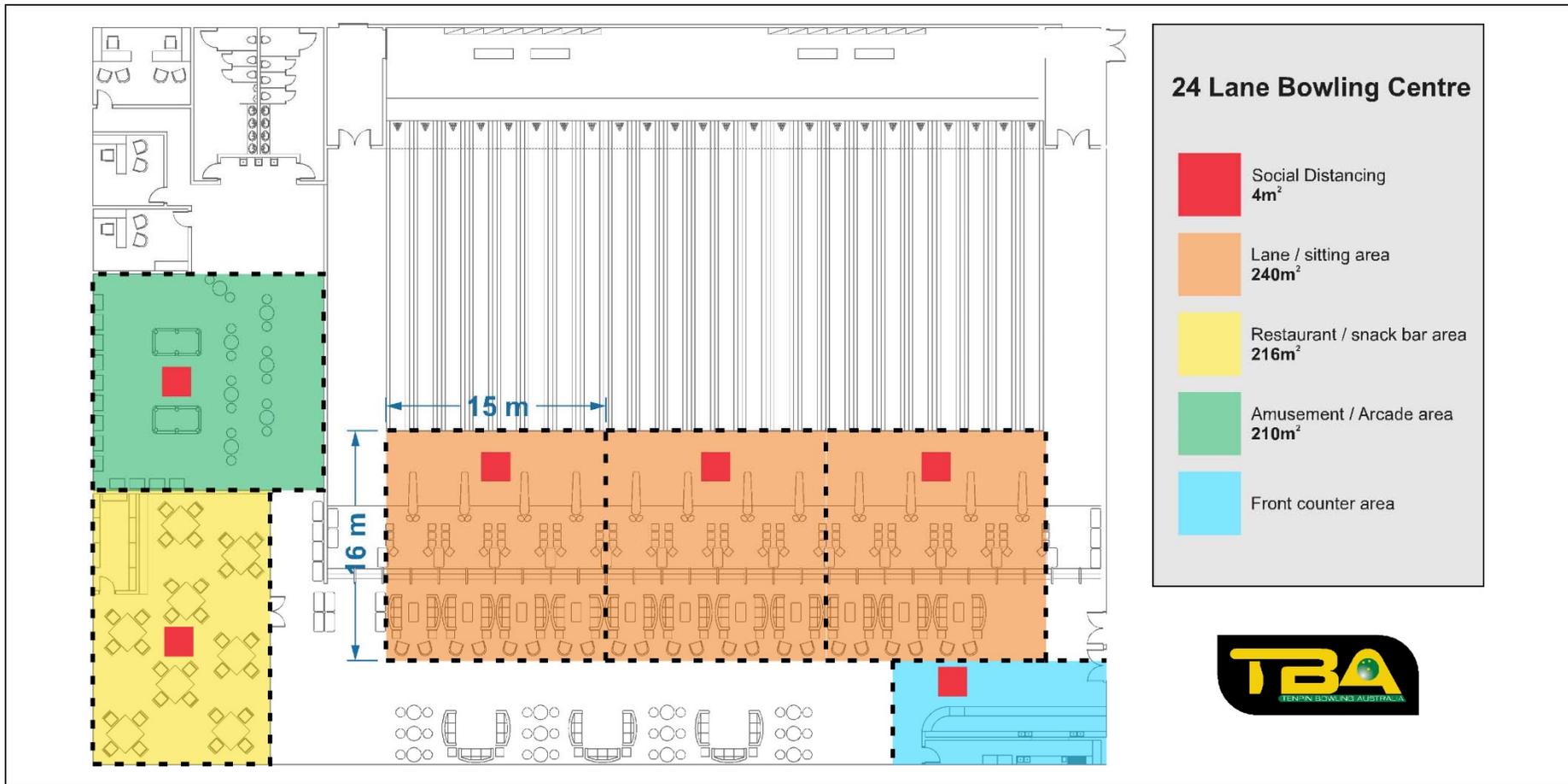


Image 4- 4 court layout

TENPIN BOWLING: Further information included in MATRIX

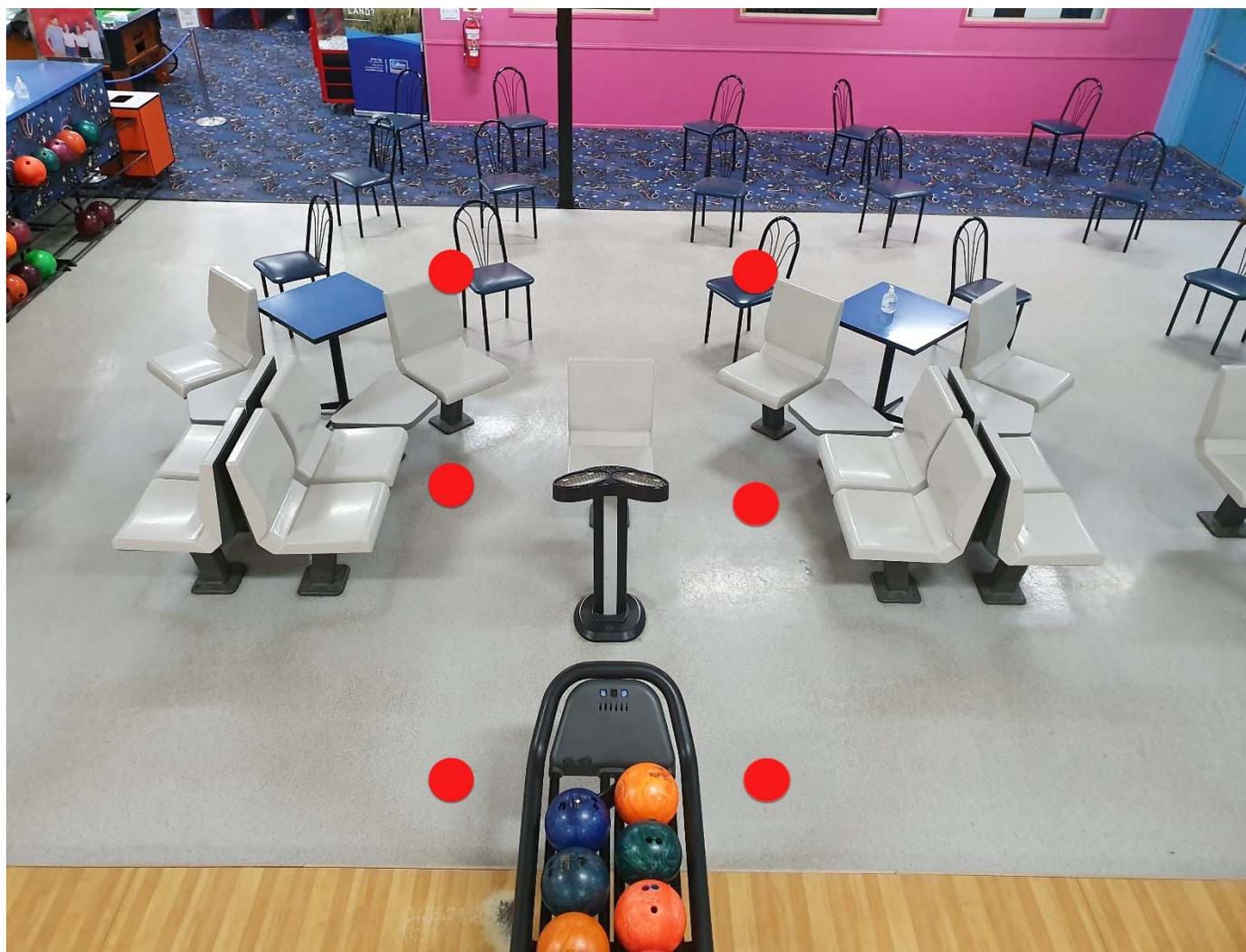
TENPIN FLOOR PLAN 1 & 2 & Staggered schedule of play illustration 3: Shaded area depicts 4m² zone for Stage 2: Note some venues have larger open spaces in play area and are able to space more players safely: Floorplan 2 showing other areas operating at the same time as NFP sport – head count applies for each zone separated by walls in the venue with social distancing and all health regulations applying for each zone. Open entertainment areas to abide by current regulations – if not separated are counted in the head count of the sport area. All centres have **entry** at one end of the venue and **exits** at the other – **entry and exits to zones** directly behind each group of lanes separated by room dividers or simple vacant lanes between groups. Schedules of Play staggered to avoid gatherings at entry and exit points.



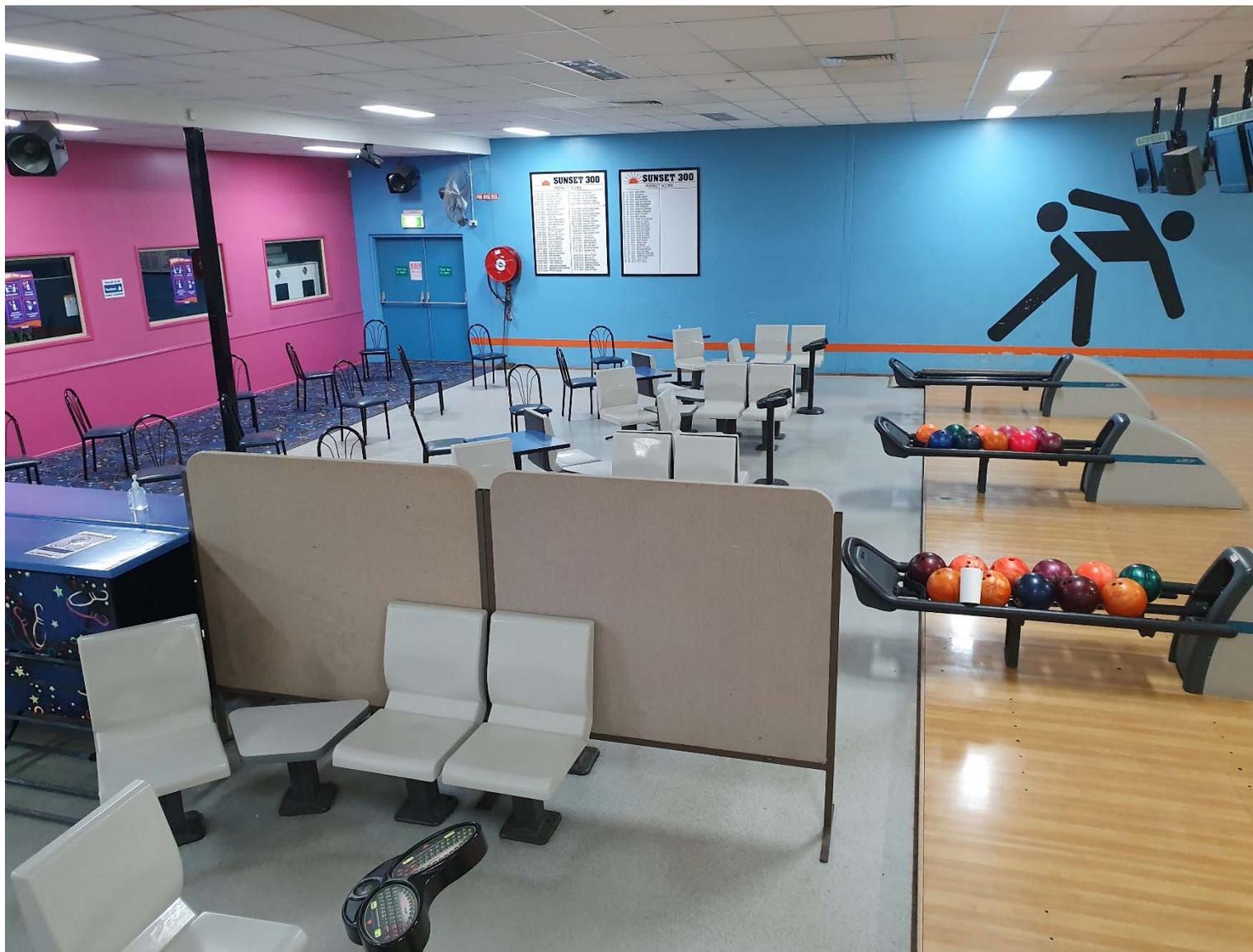


TENPIN PLAYING AREA – NON-CONTACT SPORT VIEW PLAYING AREA Distancing requirements maximum participation

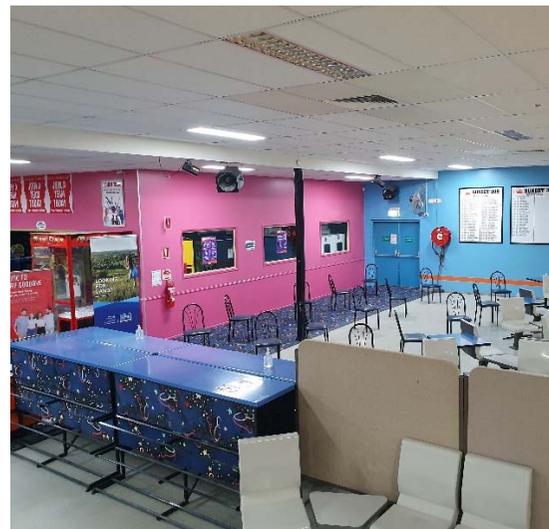
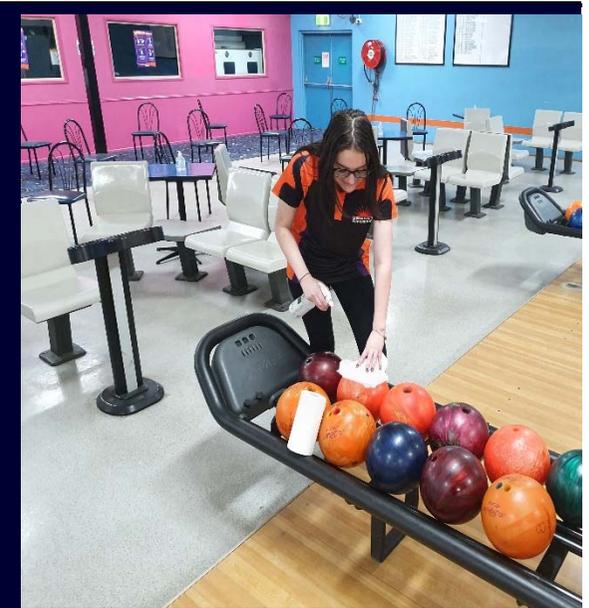
Centres have a variety of layouts for seating areas and max per lane will be monitored for safety and social distancing



Tenpin venues have many options to separate groups – dividers pictured and also simply having a vacant lane between groups – entry and exits are behind each lane and as all lanes are linear in every centre entry and exit flow of traffic is easily controlled one door at one end of complex and another at the other end.





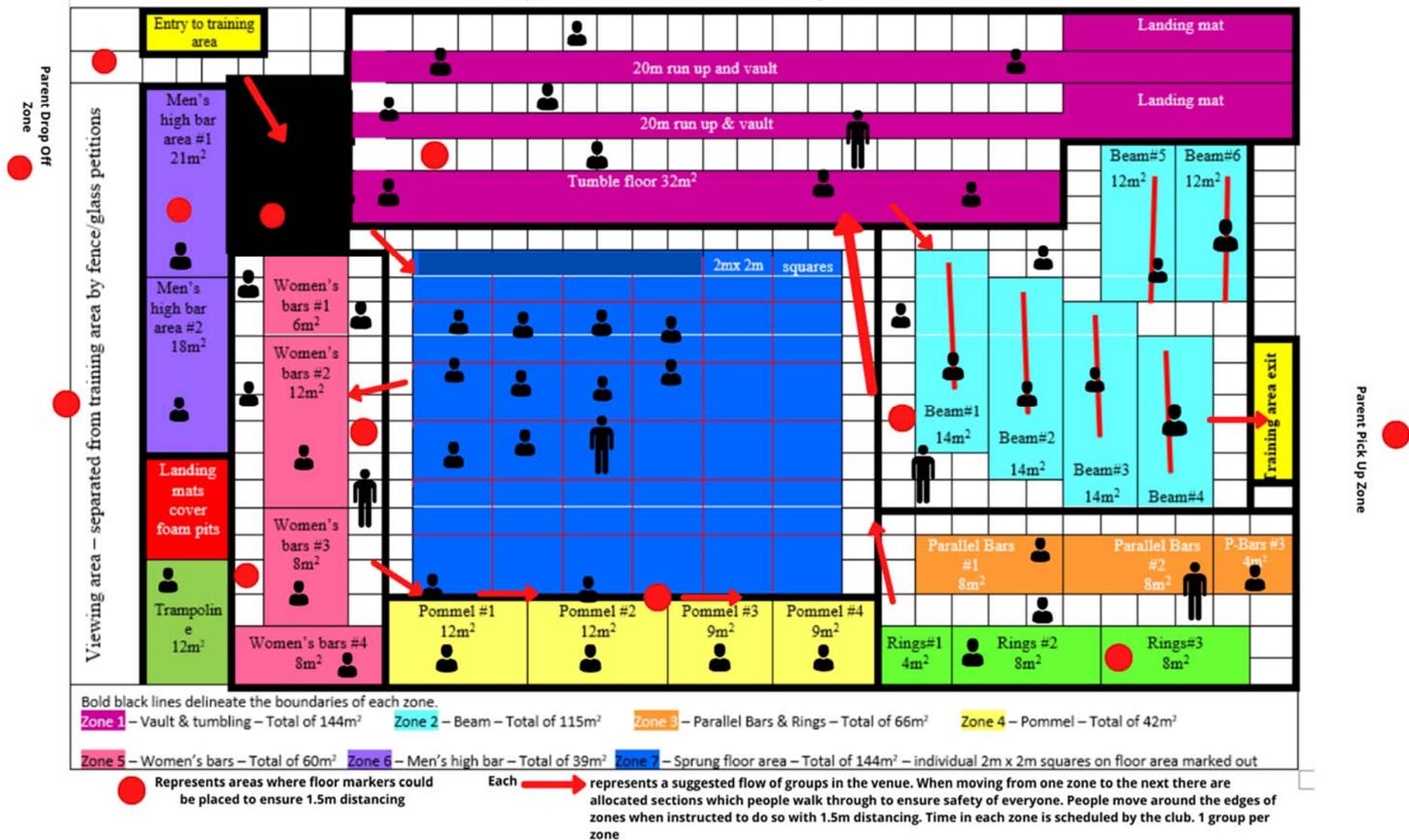


Hygiene measures 'house' shoes sanitised before and after use – multiple hand sanitiser stations available entry, councourse and play areas – Shared house balls in use are kept on the turntables after use for sanitising for next group of players – regular sport members having their own equipment and shoes.

Barriers constructed to separate multiple groups to avoid intermingling and schedules staggered to avoid groups gathering at entry and exit points. Bookings only – timelines of scheduled bowling for each group strictly monitored and recorded by supervisor, Covid or Bio Hazard Officer appointed each shift.

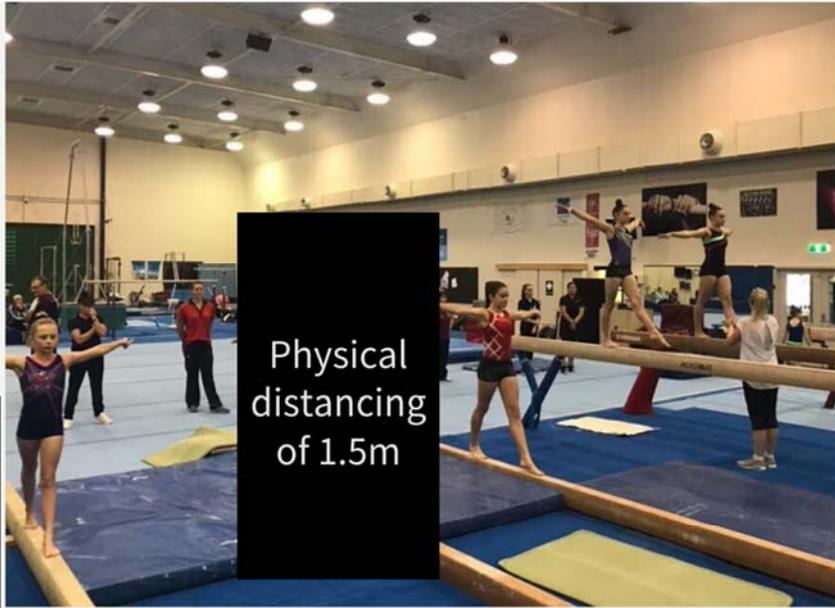
GYMNASTICS Further information included in MATRIX

Gymnastics Venue Example

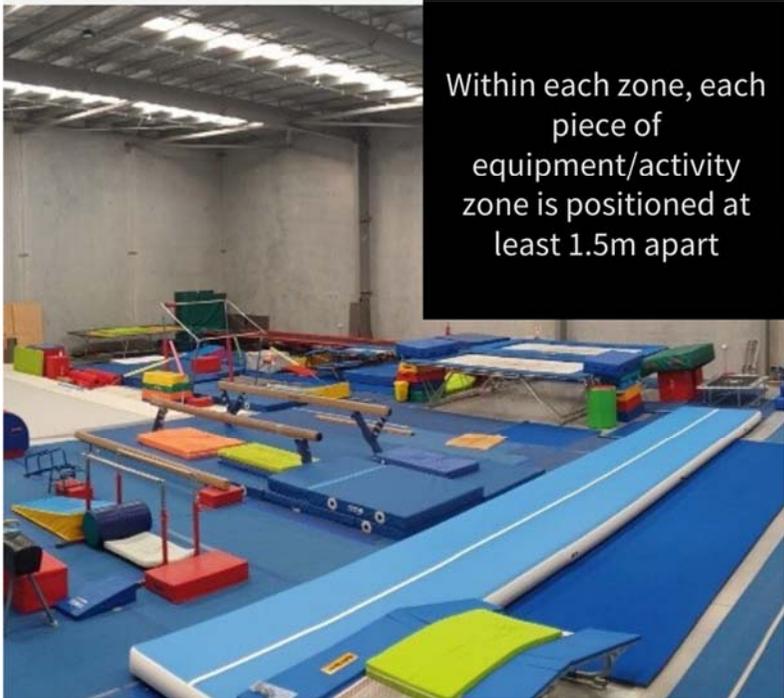




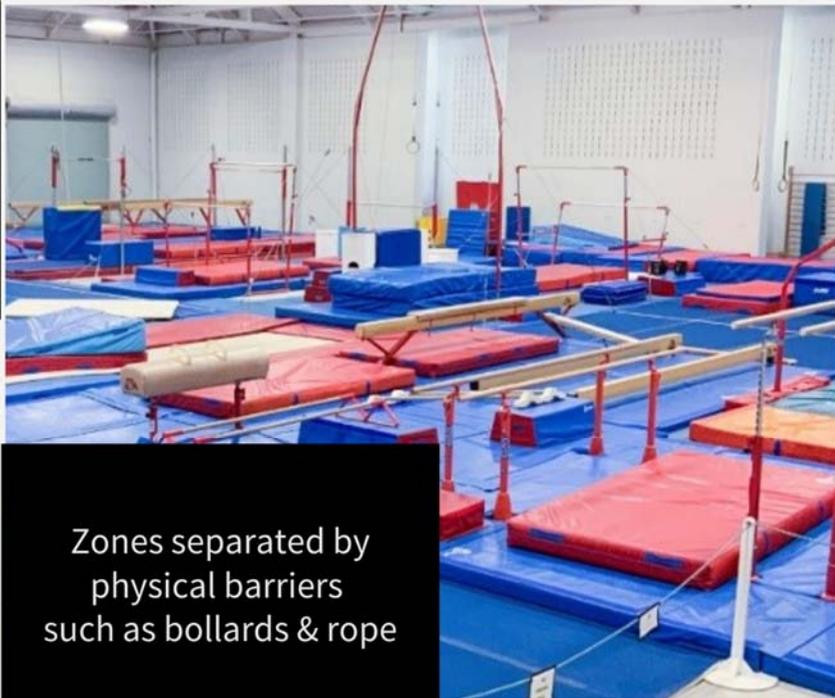
Limited numbers within each zone



Physical distancing of 1.5m



Within each zone, each piece of equipment/activity zone is positioned at least 1.5m apart

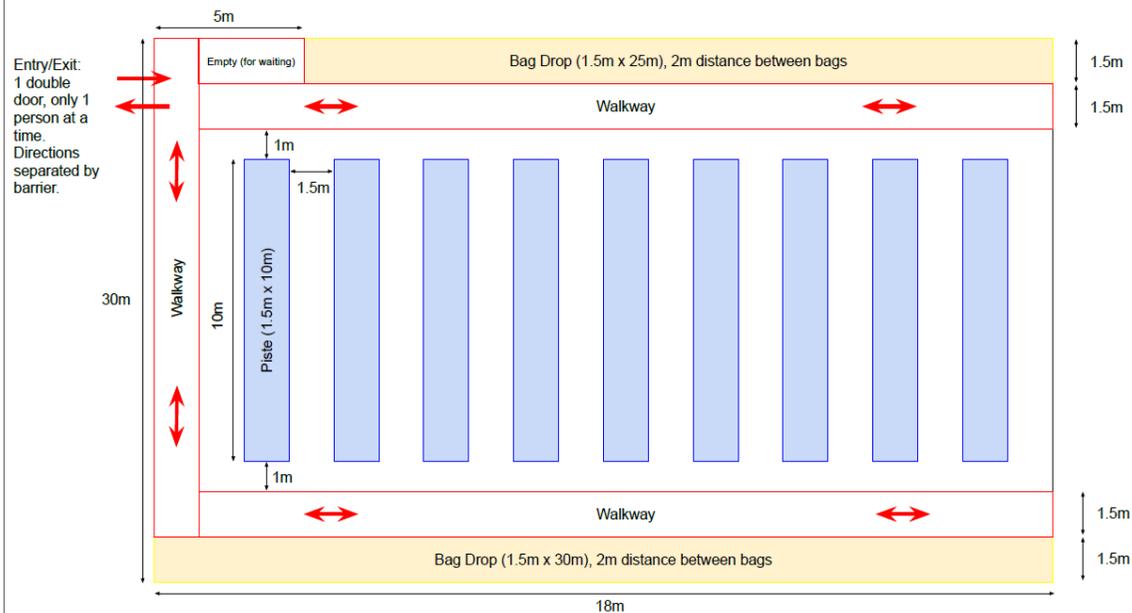


Zones separated by physical barriers such as bollards & rope

Qld Fencing Floorplan - Further information included in MATRIX

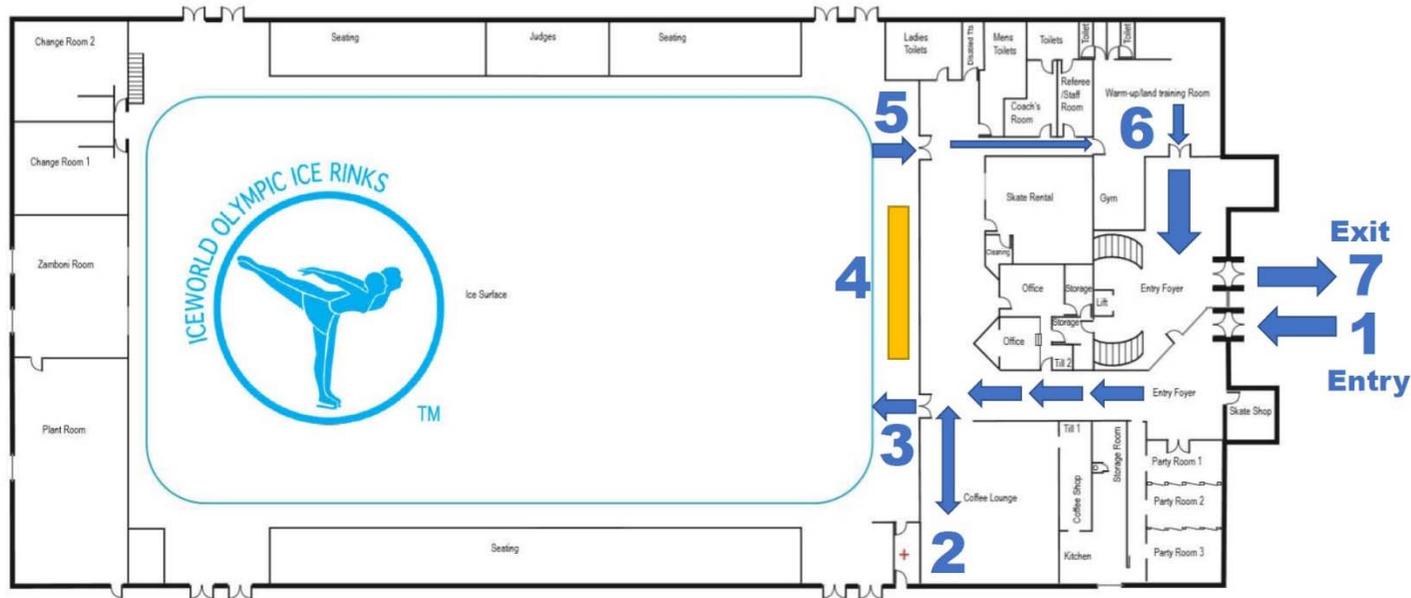
Saint Lucia Fencing Club COVID-19 Venue Plan (Stage 3)

Venue: Connell Gym, Building 26, The University of Queensland
 Venue Size: 540m²; Planned Usable Area: 450m²; Maximum Capacity for Stage 3 people: 100; Maximum Planned Capacity: 30 people.
 External toilet facilities administered by UQ/UQ HMNS, usage to follow their requirements.
 Walkways: Persons to maintain 1.5m distance, if passing is required wait to side (in bag drop area, empty piste, or empty area at entry) at 1.5m distance until other person has passed.



TRAFFIC FLOW FOR BOONDALL ICE RINK (STAGE 2 / STRICTLY 20 PERSONS)

Note - Only skaters/coaches permitted inside the premises (No parents, siblings, friends). Social distancing is to be practiced at all times and as per directed by the session manager. Failure to adhere to rink process/guidelines will result in immediate eviction from the premises.



- 1 - Patrons enter premises via main door
- 2 - Patrons assigned seating to put skates on
- 3 - Patrons enter ice rink via entrance door 3

- 4 - Patrons place bags in designated area
- 5 - Patrons exit rink via exit door
- 6 - Patrons assigned Gym seating to take skates off

- 7 - Patrons exit premises via gym/function room exit

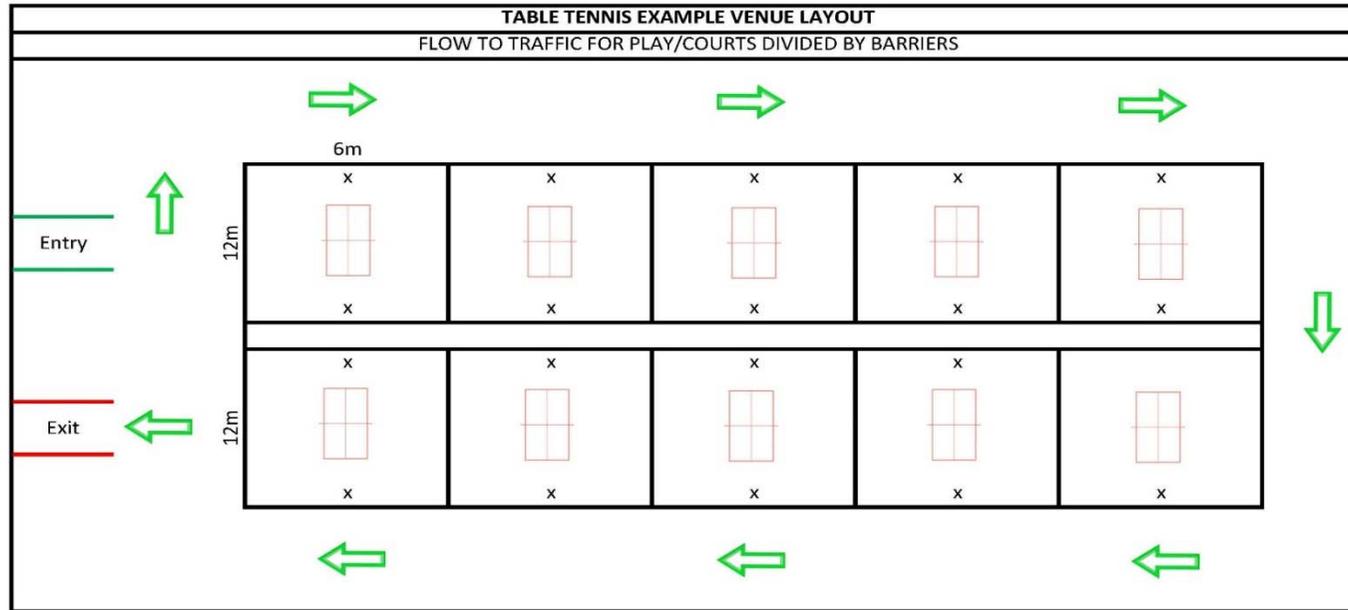


TABLE TENNIS – TRAINING SEPARATION – Barriers in view



Judo Queensland: Additional information for clubs

Designated Area Layout

A maximum of 20 persons within the designated area;
Includes Coaches, participants, supervisors, parents, spectators, and any other persons.

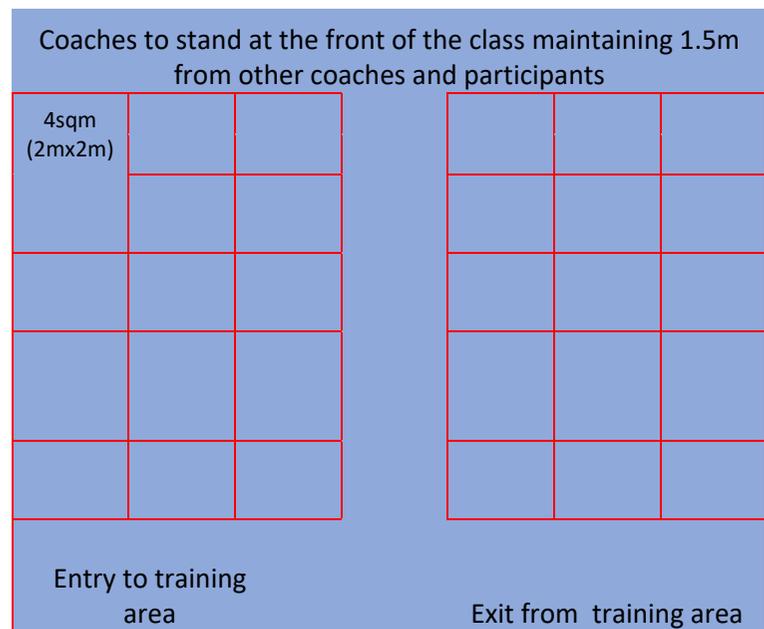
Ensure appropriate COVID Sinage has been installed
Ensure accurate attendance register and contact details is maintained

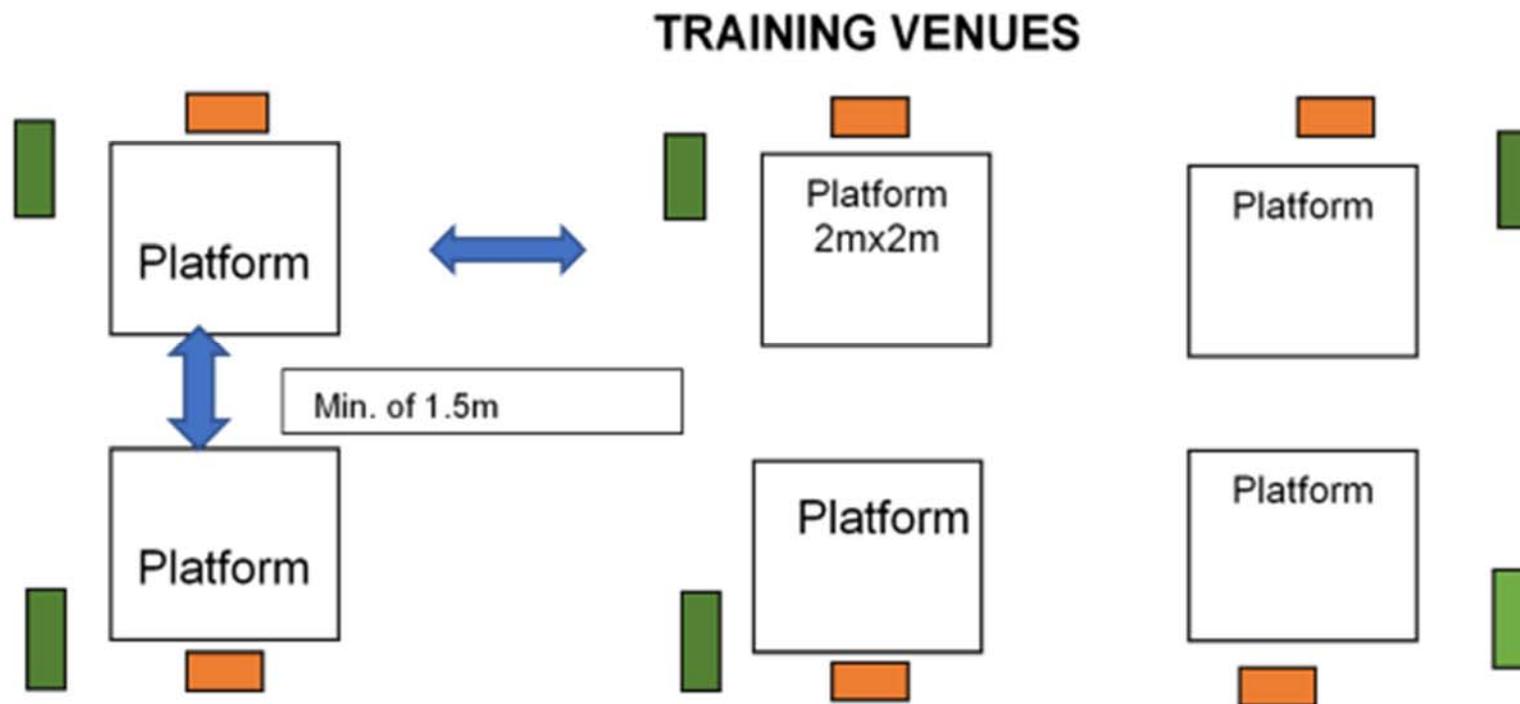


In the case of a single Entry/Exit Point:
Allow at least 15min between class groups to clear the dojo, clean the mats, toilets and amenities.
Reduce class time to accommodate multiple small groups

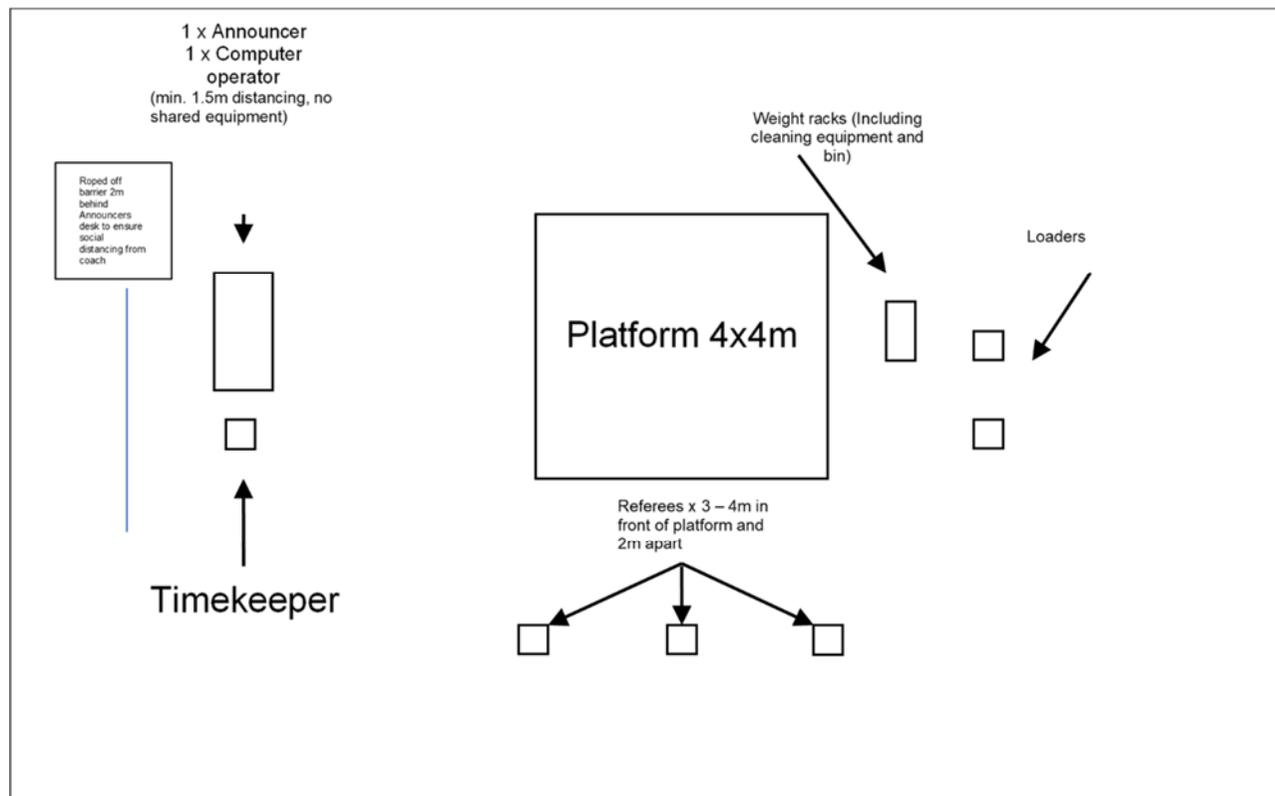
Training Mat Area Configuration

Matt area should be marked with a minimum 4 square meter areas for participants to clearly maintain social distancing



WEIGHTLIFTING VENUE LAYOUT:

Weightlifting Competition Platform:



STAY SAFE & #keepliftingqld



Stay home if you're sick or showing symptoms



Keep your distance, stay 1.5 metres apart from others



Cough and sneeze into your elbow or a tissue



Dispose of used tissues immediately



Wash your hands with soap and water for 20 seconds



Clean down your equipment after training



Bring your own chalk to the gym



No eating inside the gym



Download the COVIDSafe app



Queensland Government



Follow @qldweightlifting on Instagram for more tips & updates

Sporting facilities reserve the right to refuse access to anyone presenting with symptoms and not adhering to these guidelines

ENTRY AND EXIT – TRAFFIC FLOW - WEIGHTLIFTING



Appendix 3: Contract Tracing Requirements and Examples.

Contact tracing is a way of slowing the spread of infections by identifying people who have been in contact with an infected person.

Indoor Sports will adopt the below, as well any other recommendations from State and Federal Governments:

Requirement → All players, officials, staff and visitors to a venue or training session are encouraged to subscribe to the Government's COVID-19 tracing app.

Requirement → Records of attendance at training and competitions to be maintained.

Requirement → Records of attendance of spectators at training and competitions to be maintained.

Requirement → Records to be kept for 56 days.

Registers must include:

- Date of entry
- First name and surname
- Phone number
- Time in
- Time out
- Club & team
-

Registers can be implemented by:

- Using the template provided, have the coach or a Covid Safe Coordinator for that session write down the details of all in attendance. Take a photo of the form and send to the venue after the session.
- Use the template provided as above but the user keeps the phone copy and they leave the form in a designated area for the venue
- If bookings can be taken online have the booker put in all the details of the group attending. This list gets emailed back to the user group as an online form to tick off attendance and then email back after the session.
- Use TeamApp to register the names of the group and then mark them off as having had attended.
- [Evacheckin.com](https://evacheckin.com) contactless QR Code Check in Technology for all attendees. [Visitor EVA demo site login poster.](#)
- Have parents and any non-participant to buy a free ticket once all 20 tickets are allocated in the spectator zone no more can register. Use free ticketing sites like [Event Brite](#) or use the event portal in data bases such as Revolutionize.

