

COVID-19 SAFETY PLAN

Paringa Archers

Association/Club	Paringa Archers
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Version	
Plan last updated xx/xx/xx	24/6/2020
Roger Emery is responsible for this document	

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.

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1. Introduction

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 Paringa Archers and any facilities it controls, the playing/training behaviour of all members and participants and the monitoring and reporting of the health of attendees at [Paringa Archers 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.

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 Paringa Archers 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 Paringa Archers must consider and apply all applicable State and Territory Government and local restrictions and regulations. Paringa Archers needs to be prepared for any localised outbreak at our facilities, within our competitions or in the local community.

3. Responsibilities under this Plan

Paringa Archers 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 Paringa Archers 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 Paringa Archers 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	Roger Emery
Contact Email	president@paringaarchers.org.au
Contact Number	0458596310

Paringa Archers 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 Paringa Archers
- Act with honesty and integrity regarding 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

The Plan outlines specific sport requirements that Paringa Archers will implement for Level B and Level C of the AIS Framework.

Paringa Archers will transition to the training activity and facility use as outlined in Level B 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

Paringa Archers 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).

AIS Activities	Level A: Training in no more than pairs. Physical distancing required.	Level B: Indoor/outdoor activity. Training in small groups up to 10. Physical distancing required.		Level C: Full sporting activity (training and competition) allowed. No restriction on numbers. Contact allowed.	
Roadmap Activities	N/A	Step 1: No indoor activity. Outdoor sport (up to 10 people) consistent with AIS Framework.	Step 2: Indoor/outdoor sport up to 20 people. Physical distancing (density 4m ²).	Step 3: Venues allowed to operate with up to 100 people with physical distancing. Community sport expansion to be considered consistent with AIS Framework.	In line with Department of Sport and Recreation guidelines for families-community/sport-exercise and recreation stage 3 and AIS level C.

5. Recovery

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

At this time, the Committee of Paringa Archers 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 (for activities under AIS Framework Level B)	Plan Requirements (for activities under AIS Framework Level C)
Approvals	<p>The club must obtain the following approvals to allow a return to training at Level B:</p> <ul style="list-style-type: none"> • State/Territory Government approval of the resumption of community sport. • Relaxation of public gathering restrictions to enable training to occur. • Parks and Wildlife approve return to stage 2 level B • National/state sporting body/local association approval of return to training for community sport. • Club committee has approved return to training for club. • Insurance arrangements confirmed to cover training, ref Archery Australia. 	<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"> • Relaxation of public gathering restrictions to enable training to occur. • 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. • Club committee has approved return to competition for club. • Insurance arrangements confirmed to cover competition.
Training Processes	<ul style="list-style-type: none"> • AIS Framework principle of “Get in, train, get out” – arrive ready to train. • Indoor and outdoor club activity can operate. • 1 Hour booked sessions on Archers diary. • Individual training permitted whilst maintaining physical distancing, 1 archer only per target butt. • Archery equipment cannot be shared between archers. • Field archery is permitted provided social distancing and restrictions in number of participants are adhered to. • Personal hygiene encouraged (e.g. wash hands prior to training, no spitting or coughing). • No archery tournaments, QRE's or planned events are permitted (excluding online shooting competitions). 	<ul style="list-style-type: none"> • AIS Framework principles – full sporting activity that can be conducted in groups of any size (subject to COVIDSafe Roadmap) including full contact. • Full training and competition can resume. • Try to keep a reasonable distance when instructing on shooting line. • Follow minimum contact procedures when handing out equipment. • Sanitising requirements continue from Level B. • Treatment of shared equipment continues from Level B. • Personal hygiene encouraged (e.g. wash hands prior to training, no spitting) • Avoid coughing where possible and if so, conduct in a discrete manner • Training/playing attendance register kept.

Personal health	<ul style="list-style-type: none"> • Build up shooting time to avoid injury. • If you have any flu like symptoms or feel unwell do not attend training, come back when you are feeling better. • Washing of hands prior to, during and after training and use of hand sanitiser where available. • Avoid physical greetings (i.e. hand shaking, high fives etc.). • Avoid coughing, clearing nose, spitting etc. • Practice social distancing. 	<ul style="list-style-type: none"> • Requirements continue from Level B. • Use PPE when dealing with come n try participants. • Follow minimum contact procedures when handing out equipment. • Try to keep a reasonable distance when instructing on shooting line.
Hygiene	<ul style="list-style-type: none"> • All safe hygiene protocols distributed by national/state sporting body or local association will be adopted by club. • Hand sanitizing equipment available or bring your own, target faces to be wiped down after use, no sharing of equipment. • Wash hands regularly or use hand sanitizer, clean target faces after use and wipe down any surfaces you have used or touched including all door handles and locks. 	<ul style="list-style-type: none"> • Hygiene and cleaning measures to continue from Level B. • Sanitize all come n try equipment before putting away.
Communications	<ul style="list-style-type: none"> • The club will keep members informed on the latest developments via email, Facebook, and notices at the club. • The club endorses the government COVIDSafe app and encourages players, coaches, members, volunteers, and families to download and use app. • The Club will erect signs around the club to promote good personal hygiene practices in and around training sessions and in Club facilities (e.g. posters in bathrooms). 	<ul style="list-style-type: none"> • Continued from level B, with updates. • Continued endorsement of government COVIDSafe app and encouragement to players, coaches, members, volunteers, and families to download and use app.

Part 2 – Facility Operations

Area	Plan Requirements (for activities under AIS Framework Level B)	Plan Requirements (for activities under AIS Framework Level C)
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Approvals	<p>The club must obtain the following approvals to allow use of club facilities at Level B:</p> <ul style="list-style-type: none"> • State/Territory Government approval of the resumption of facility operations. • Parkes and Wildlife has given permission to resume stage B • Club committee has approved plan for use of club facilities. • Insurance arrangements confirmed to cover facility usage. 	<p>The club must obtain the following approvals to allow use of club facilities at Level C:</p> <ul style="list-style-type: none"> • State/Territory Government approval of the resumption of facility operations. • Club committee has approved plan for use of club facilities. • Insurance arrangements confirmed to cover facility usage, ref Archery Australia.
Facilities	<ul style="list-style-type: none"> • The Indoor and outdoor range are available for training, with a maximum number of 20 shooters. Club toilets and other facilities must remain closed. • Hygiene and cleaning products are available including hand sanitizer and wipe down disinfectant. • To ensure a continued availability please bring your own personal equipment including masks and gloves. 	<ul style="list-style-type: none"> • Return to full use of Club facilities. • Hygiene and cleaning protocols measures as per Level B. • Provision of appropriate health and safety equipment, Personal Protective Equipment (PPE) and personal hygiene cleaning solutions as per Level B. • Follow minimum contact procedures when handing out equipment.
Facility access	<ul style="list-style-type: none"> • Temperature checks will be done on arrival and hand sanitizer will be available. Personal protection shields will be in place where appropriate. • Anyone who has a temperature or have done any of the following will not be admitted and asked to return home. <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. • Only essential participants should attend to minimise numbers; not more than one parent/carer to attend with children; gathering numbers should not exceed government allowances (COVIDSafe Roadmap maximum gatherings: Step 1 (10 people), Step 2 (20 people), Step 3 (100 people)) • Any spectators should observe physical distancing requirements 3.0 metres). • Detailed attendance registers to be kept. 	<ul style="list-style-type: none"> • Continue Level B protocols as appropriate. • Who may attend the club facilities: gathering numbers should not exceed government allowances (COVIDSafe Roadmap maximum gatherings: Step 3 (500 people outdoors, 250 people indoors) • Any spectators should observe physical distancing requirements (3.0 metres) and density requirements (one person per 2 square metres). • Managed access including separate entry/exit points. • Physical distancing protocols including use of zones in clubrooms. • General advice on physical distancing in club facilities including discouraging face to face meetings where possible, restricting site visitors, deferring, or splitting up large meetings. • Detailed attendance registers to be kept.

Hygiene	<ul style="list-style-type: none"> • All safe hygiene protocols distributed by national/state sporting body or local association that will be adopted by club including: <ul style="list-style-type: none"> – Availability of hand sanitiser at entry/exit points to venue and elsewhere. – Protocols for sanitising stations, sanitising shared equipment, uniforms. – Cleaning standards – increase regular cleans and frequent wiping of high touch surfaces. – Displaying posters outlining relevant personal hygiene guidance. – Avoiding shared use of equipment. – Provide suitable rubbish bins with regular waste disposal. – Guidelines for sanitisation and cleaning of Club facilities]. 	<ul style="list-style-type: none"> • Continue hygiene and cleaning measures as per Level B. • Hand sanitizer still to be provided. • Sanitize all shared equipment • Toilets and club house may now be opened, clean facilities after each day's use.
Management of unwell participants	<ul style="list-style-type: none"> • Any participants who become unwell will be referred to medical professionals for treatment. 	<ul style="list-style-type: none"> • Measures as per Level B.
Club responsibilities	<p>The club will oversee:</p> <ul style="list-style-type: none"> • Provision and conduct of hygiene protocols as per the Plan. • The capture of a record of attendance at all training and club activities and maintaining an up-to-date log of attendance. • Coordination of Level B field and training operations. • Operation of the club's facilities in support of all Level B training activities in accordance with this Plan. 	<p>As per Level B.</p>