

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

Your COVID-19 Safety Plan

Community sport

Business details

Business name	Gordon District Cricket Club Inc.
Business location (town, suburb or postcode)	Chatswood Oval, Chatswood 2067
Completed by	R James Cattlin
Email address	secretary@gordoncricket.com
Effective date	19 October 2021
Date completed	21 October 2021

Wellbeing of staff and customers

Exclude staff, volunteers, parents/carers and participants who are unwell.

Agree

Yes

Tell us how you will do this

Gordon DCC will remind all participants to not attend cricket training, matches or other activities if they feel unwell or are experiencing any symptoms of COVID-19.

Additionally, officials from Gordon DCC (coaches/managers/team captain) will be

directed to screen members before cricket related activities and exclude members who are exhibiting any symptoms of COVID-19 as listed on this webpage:

<https://www.nsw.gov.au/covid-19/symptoms-and-testing>.

Should a participant be found to be demonstrating a COVID-19 symptom(s) they will be asked to immediately leave the venue, self-isolate and seek medical advice. Prior to returning to any cricket activity.

Gordon DCC will require the participant to provide a recent negative COVID test result or medical certificate stating that they are fit to resume activity.

Provide staff with information and training on COVID-19, including COVID-19 vaccination, when to get tested, physical distancing, wearing masks and cleaning.

Agree

Yes

Tell us how you will do this

Gordon DCC will communicate the latest information regarding COVID-19 to participants, including volunteers and match officials, on a regular basis by sharing updates from the Cricket NSW website.

Volunteers and match officials will be asked to complete Infection Control Module training and to read the information relating to “Workers” on the Safe Work Australia website prior to commencing any cricket activities.

Display conditions of entry including requirements to stay away if unwell, COVID-19 vaccination and record keeping.

Agree

Yes

Tell us how you will do this

Gordon DCC will direct all participants to check-in via QR codes at the venue or facility using the Service NSW Check-in App. Additional record-keeping of players and officials will be recorded in our competition management system.

Resources, posters and information about COVID-19 and the requirement to stay away if unwell will be displayed at appropriate locations around venues and facilities, including:

- entry and exit points of the venue and indoor areas of the facility where clear entry and exit points exist

• known congregation points at venues where clear entry and exit points do not exist. Where Gordon DCC identifies any language, cultural and disability barriers to communicating COVID-19 information to participants, we will make use of the resources available at <https://www.nsw.gov.au/covid-19/resources-other-languages>.

Take reasonable steps to ensure all people aged 16 and over on the premises are fully vaccinated or have a medical exemption (including staff, volunteers, attendees and contractors). For example, ensure posters outlining vaccination requirements are clearly visible; remind players, officials, volunteers and spectators of vaccination requirements in marketing and communications materials; check vaccination status upon arrival and only accept valid forms of evidence of vaccination; train staff and volunteers on ways to check proof of COVID-19 vaccination status. Guidance for organisations is available at: <https://www.nsw.gov.au/covid-19/businesses-and-employment/covid-safe-business/vaccination-compliance-for-businesses>

Note: Staff and volunteers outside of Greater Sydney who have received one dose of a COVID-19 vaccine are permitted to enter such premises for work until 1 November 2021 when they need to be fully vaccinated, or have a medical contraindication, in order to enter the premises.

Agree

Yes

Tell us how you will do this

Gordon DCC will inform all participants aged 16 and over of the requirement to have received vaccination or hold a valid medical exemption in order to participate.

Gordon DCC will verify that individuals who are planning to participate have been fully vaccinated, or hold a valid medical exemption, and are both willing and able to demonstrate proof of this upon request.

Signage outlining the requirement for people aged 16 and over to be vaccinated will be displayed at

appropriate locations around venues and facilities, including:

- entry and exit points of the venue and indoor areas of the facility where clear entry and exit points exist
 - known congregation points at venues where clear entry and exit points do not exist.
-

Physical distancing

Capacity at an outdoor community sporting event must not exceed the lesser of 1 person per 2 square metres of space of the premises in which the activity is conducted, or 1000 persons.

Agree

Yes

Tell us how you will do this

will schedule all cricket-related activities to ensure any Public Health Orders relating to capacity and/or group-size limits are adhered to.

We will continue to communicate with players to encourage come dressed ready to play and adopt the 'Get in. Play. Get out.' ethos.

Ensure 1.5m physical distancing where possible, including:

- **at points of mixing or queuing**
- **between seated groups**
- **between staff / volunteers.**

Agree

Yes

Tell us how you will do this

Gordon DCC will display signage at the venue reminding participants of the need to physical distance wherever possible and of any capacity limits applicable to indoor areas. Spectators are encouraged to bring their own seating to venues.

Minimise mingling of participants from different games and timeslots where possible, particularly people aged under 16 who may not yet be fully vaccinated. For mass participation events, consider staggering the starting times for different groups to minimise crowding where possible.

Tell us how you will do this

Where possible, Gordon DCC will schedule sufficient time between games/training sessions to enable all attendees to arrive and exit the venue safely, with minimal contact and mingling with others, while adhering to Public Health Orders.

[Insert Organisation Name] will actively encourage the “Get In. Play. Get Out” ethos and communicate this with people.

Agree

Yes

Avoid congestion of people in specific areas where possible, such as change rooms and other communal facilities.

Agree

Yes

Tell us how you will do this

Gordon DCC will communicate to participants the need to avoid creating situations where there may be a congestion of people in a specific area and request that:

- Signage displaying capacity limits for communal areas will be clearly displayed
- All personal and/or team equipment bags must be placed a minimum 1.5m apart from each other
- Match Scorers sit a minimum 1.5m apart from each other and no person is to pass within 1.5m of an official scorer for any reason, including for the purposes of viewing the scorebook or electronic tablet.

Strategies must be in place to reduce crowding and promote physical distancing in communal facilities such as showers, change rooms and lockers.

Agree

Yes

Tell us how you will do this

Gordon DCC will actively encourage the “Get In. Play. Get Out” ethos and post physical distancing signage at the venue.

We will advise participants not to congregate or loiter in any communal areas.

Have strategies in place to manage gatherings that may occur immediately outside the premises, such as pick-up/drop-off zones and staggered start/finish times.

Agree

Yes

Tell us how you will do this

Gordon DCC will actively encourage the “Get In. Play. Get Out” ethos and post physical distancing signage at any designated smoking area.

We will advise participants and parents not to congregate or loiter in any carpark areas.

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

Agree

Yes

Tell us how you will do this

Gordon DCC will request that participants avoid using public transport, and where possible avoid carpooling with people from different households.

Singing by audiences is not allowed in indoor areas.

Agree

Yes

Tell us how you will do this

Not applicable as all cricket activities will take place outdoors.

Ventilation

For indoor areas, review the 'COVID-19 guidance on ventilation' available at <https://www.nsw.gov.au/covid-19/getting-back-to-work-a-covid-safe-way/ventilation-guidance> and consider which measures are relevant to your premises before completing this COVID-19 Safety Plan.

Agree

Yes

Tell us how you will do this

Not applicable as all cricket activities operate outdoors.

Use outdoor settings wherever possible.

Agree

Yes

Tell us how you will do this

All cricket activities will operate in an outdoor setting.

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

Agree

Yes

Tell us how you will do this

Gordon DCC will increase ventilation within indoor areas by opening of windows and doors where possible.

In indoor areas, increase mechanical ventilation where possible by optimising air conditioning or other system settings (such as by maximising the intake of outside air and reducing or avoiding recirculation of air).

Agree

Yes

Tell us how you will do this

Gordon DCC will increase mechanical ventilation where possible by optimising air conditioning or other system settings.

Ensure mechanical ventilation systems are regularly maintained to optimise performance (for example through regular filter cleaning or filter changes).

Agree

Yes

Tell us how you will do this

Gordon DCC will arrange, or request of the asset owner, the cleaning and maintenance of mechanical ventilation systems in accordance with the manufacturer's instructions

Consider consulting relevant experts such as building owners or facility managers, ventilation engineers and industrial or occupational hygienists to optimise indoor ventilation.

Agree

Yes

Tell us how you will do this

Not applicable.

Hygiene and cleaning

Face masks must be worn in indoor areas, unless exempt.

Note: People engaging in physical exercise are exempt.

Agree

Yes

Tell us how you will do this

Gordon DCC will communicate to all participants a requirement to wear a face mask when using any of our indoor facilities whilst ever there is a Public Health Order requiring you to do so.

We will also display the relevant signage on any indoor area that we operate.

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

Agree

Yes

Tell us how you will do this

Gordon DCC will promote the use of hand sanitiser and good hygiene practice to all participants. We will also encourage participants to carry personal hand sanitiser and to wash or sanitise their hands before, during and after all cricket-related activities.

Participants will be advised where hand sanitiser will be made available in addition to their own personal supply.

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

Agree

Yes

Tell us how you will do this

Gordon DCC will arrange, or request of the asset owner, that amenities are well stocked with hand soap and paper towels (unless hand dryers have been installed) at all times.

We will rectify any shortfalls in supply or report any issues with stock levels in amenities to the venue owner/operator.

Clean frequently used indoor hard surface areas (including children's play areas) at least daily with detergent/disinfectant. Clean frequently touched areas and surfaces

several times per day.

Agree

Yes

Tell us how you will do this

When in use, Gordon DCC will clean indoor hard surface areas daily and frequently touched areas and surfaces several times per day. We will identify such areas and create a cleaning process for volunteers and match officials to follow.

Record keeping

Use the NSW Government QR code system to collect an electronic record of the name, contact number and entry time for all staff, volunteers, attendees and contractors.

Note: Organisations are not required to keep proof of vaccination status in their records.

Agree

Yes

Tell us how you will do this

Gordon DCC will communicate to participants the need to use the Service NSW QR code system to check-in prior, and check-out after, any cricket-related activity. We will ensure that a QR code for any venue we use for cricket-related activities will have a QR code displayed in a suitable place to support this requirement.

Processes must be in place to ensure that people provide the required contact information, such as by checking phones for the green tick to confirm they have checked in (keeping 1.5m physical distance between staff and patrons). QR codes should be clearly visible and accessible including at entrances to the event.

Agree

Yes

Tell us how you will do this

Gordon DCC will communicate to participants aware of the requirement to use the NSW Government QR system to check in at each venue or facility.

We will ensure that QR codes and signage reminding participants of the need to check-in will be displayed in clearly visible and accessible locations

If a person is unable to provide contact details, for example due to age or language barriers, another person may provide contact details on their behalf. If it is not possible for check-in to occur, keep a record of the name, contact number and entry time for all staff, attendees and contractors for a period of at least 28 days. These records must be provided in an electronic format such as a spreadsheet as soon as possible, but within 4 hours, upon request from an authorised officer.

Agree

Yes

Tell us how you will do this

Where a participant is unable to use the NSW Government QR Code Check-in System, Gordon DCC will direct volunteers and match officers to record their attendance and contact details on an alternative attendance register (e.g. a sheet of paper, scorebook or Notes section in a phone or tablet) or in

the match-day scorebook, and then shared with a nominated Committee Member via email. This will ensure it can be made available to an authorised officer available within 4 hours and filed for a minimum of 28 days.

If we identify identifies any language barriers to using the QR code check-in process, we will make use of the resources available at

<https://www.nsw.gov.au/covid19/resourcesother-languages>.

Other types of venues or facilities at the event must complete COVID-19 Safety Plans where applicable. If contact details are captured electronically upon entry to the event on the relevant day, additional collection of contact details via electronic methods may not be required if there is no other public access to the sub-premises. However, additional contact details and time of entry must be captured if the event has sub-premises that are gyms, entertainment facilities, hospitality venues, nightclubs and retail premises.

Agree

Yes

Tell us how you will do this

There are no sub-premises at this venue.

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

Yes