

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



Your COVID-19 Safety Plan

Community sporting competitions and full training activities

Business details

Business name	Grafton Supa Oldie Soccer
Business location (town, suburb or postcode)	South Grafton
Completed by	Peter Johnstone
Plan approved by	Michael Woodward
Email address	grafton.sos.inc@gmail.com
Effective date	18 February 2021
Date completed	18 March 2021

Wellbeing of staff and customers

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

Signage states that people who are unwell should not attend Grafton SOS activities. Team leaders are responsible for monitoring and reminding their team members that they should not come to games if they are unwell.

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

manage a sick visitor.

All Grafton SOS committee members have completed NSW Health online COVID training. NSW Health signage is displayed around the canteen and washrooms.

Make staff aware of their leave entitlements if they are sick or required to self-isolate.

N/A

Display conditions of entry (website, social media, venue entry).

Copies of the COVID safe plan are available on the Grafton SOS website and facebook page. NSW Health COVID signage is displayed around the canteen and in the washrooms.

If hiring the facility, consult with the owners/operators to address these requirements to understand what measures may already be in place.

Grafton SOS works closely in all matters with Clarence Valley Council.

Other types of venues or facilities within the premises must complete COVID-19 Safety Plans where applicable. If contact details are captured electronically upon entry to the main premises 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 where these sub-premises are indoor gyms, nightclubs, dine-in hospitality venues, pubs and bars.

There is a separate COVID safe plan for the canteen.

Physical distancing

Ensure the number of people in a facility does not exceed one person per 2 square metres of publicly accessible space (excluding staff) to a maximum of 3000 people.

Including spectators and players, approximately 500 people attend on a normal evening.

In indoor areas, spectators should not sing or chant.

There are few spectators to Grafton SOS games and they are normally the young children of the players. They don't sing or chant.

Minimise co-mingling of participants from different games and timeslots where possible. For mass participation events, stagger the starting times for different groups to minimise crowding where possible.

Players are encouraged to turn up in time for their game and then leave. Approximately a third of the members of Grafton SOS attend for each of the hour long games.

Ensure 1.5m physical distancing where possible, including:

- **at points of mixing or queuing such as food and drink stations, toilets and entrance and exit points**
- **between seated groups**
- **between staff.**

There is a separate COVID safe plan for the canteen. 1.5m physical distancing is encouraged as far as possible before, during and after the game.

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

Players tend to arrive singly or in family groups and don't usually congregate in the car park.

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

Most players arrive direct from work in their own cars or from home in a family group. Car sharing of people from different households doesn't usually happen.

Reduce crowding wherever possible and promote physical distancing with markers on the floor where people stand or are asked to queue.

Most people present at Grafton SOS activities are playing in the matches. There is a separate COVID safe plan for the canteen.

Ensure communal facilities such as showers, change rooms and lockers have

strategies in place to reduce crowding and promote physical distancing.

Most players change and shower at home and we do not open the changing rooms.

Where practical, stagger the use of communal facilities. Strongly encourage participants to shower/change at home where possible.

Most players change and shower at home.

Use telephone or video platforms for essential staff meetings where practical.

The monthly committee meeting uses social distancing and has been held on zoom on occasion.

Review regular business deliveries and request contactless delivery and invoicing where practical.

N/A

Hygiene and cleaning

Adopt good hand hygiene practices.

NSW Health signage in the washrooms encourages users to wash their hands correctly. Hand sanitiser is provided at the canteen, washrooms and in team packs.

Ensure hand sanitiser is accessible at the venue entry and throughout the facility or ground.

Hand sanitiser is available at the canteen, in washrooms and in team packs.

Ensure bathrooms are well stocked with hand soap and paper towels or hand dryers. Consider providing visual aids above hand wash basins to support effective hand washing.

The washrooms are monitored regularly during Grafton SOS activities. NSW COVID signage is displayed above sinks to encourage best practice in hand washing.

Encourage participants to bring their own water bottle, snacks/orange slices and

sweat towels. Avoid shared food and drinks.

Most participants bring their own water bottle, snacks and clothing or purchase them new from the Grafton SOS canteen.

Ensure processes are in place to launder shared uniform items after use, such as bibs or jerseys.

Players bring their own kit and take it home to wash themselves afterwards.

Clean frequently used indoor hard surface areas, including children's play areas, at least daily; first with detergent and water, and then disinfect. Clean frequently touched areas and surfaces, including in communal facilities, several times per day.

There are no indoor areas used by Grafton SOS other than the canteen which has a separate COVID safe plan. Washrooms are cleaned at least once during the Grafton SOS 3 hour playing window.

Clean indoor hard surface areas used for high intensity sports with detergent and disinfectant after each use.

NA

Reduce sharing of equipment where practical and ensure these are cleaned with detergent and disinfectant between use.

NA.

Ensure there is accessible detergent/disinfectant and gloves for visitors to use, should they wish.

Detergent, disinfectant and gloves are available for visitors from the canteen.

Disinfectant solutions need to be maintained at an appropriate strength and used in accordance with the manufacturers' instructions.

Cleaning solutions are used strictly in accordance with manufacturers instructions.

Staff should wash hands thoroughly with soap and water before and after cleaning.

NSW Health COVID signage reminds staff to clean their hands thoroughly before and after cleaning.

Encourage contactless payment options.

Grafton SOS has contactless payment options.

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

The only indoor areas other than the washrooms are covered in the canteen COVID safe plan.

Record keeping

Keep a record of name, contact number and entry time for all staff, volunteers, participants, spectators and contractors attending community sports activities, where this is practicable, for a period of at least 28 days. Electronic collection (e.g. using a QR code) of contact details for each person is strongly encouraged. Any paper records must be entered into an electronic format such as a spreadsheet within 12 hours. Records must be provided as soon as possible, but within 4 hours, upon request from an authorised officer.

Grafton SOS use NSW QR codes to record attendance at activities. All staff, players and their families are reminded to sign in.

Ensure records are used only for the purposes of COVID-19 contact tracing and are collected and stored confidentially and securely. When selecting and using an electronic method of record collection, take reasonably practical steps to protect privacy and ensure the records are secure. Consider the 'Customer record keeping' page of [nsw.gov.au](https://www.nsw.gov.au).

Records taken for COVID tracing are stored only with the NSW QR code app.

Make your staff and volunteers aware of the COVIDSafe app and its benefits to support contact tracing if required.

Staff and volunteers are encouraged to use the COVIDsafe app.

Community sport organisations should consider registering their business through

nsw.gov.au.

Grafton SOS is registered with nsw.gov.au.

Cooperate with NSW Health if contacted in relation to a positive case of COVID-19 at your workplace, and notify SafeWork NSW on 13 10 50.

Grafton SOS will cooperate fully with NSW Health if requested.

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

Yes