



COVID-19 SAFETY PLAN

Nelson Bay Touch Association

Association/Club	Nelson Bay Touch Association
Ground Location	Tomaree Sports Complex Nelson Bay Road, Nelson Bay
Club Facility Location	Tomaree Sports Complex Club House – located centrally between fields
Club President/Association CEO	Ian Doherty
Contact Email	portstephens@choicesflooring.com.au
Contact Mobile Number	0418862115
Version	V1 – 02.10.2020
Martin Shiner is responsible for this document	



Rationale

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 a COVID-19 Safety Plan template. This template has been used by Nelson Bay Touch Association to consolidate their planning for the resumption of activities at its club. The Club has reviewed the Sport Australia Checklist and documented its operational requirements for return to sport for 2020 in this COVID-19 Safety Plan.
3. Nelson Bay Touch Association’s COVID-19 Safety Plan has been appropriately ratified by 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.
4. **DISCLAIMER:** This plan does not constitute legal or health and safety advice. Nelson Bay Touch Association has taken advice regarding the development and contents of its COVID-19 Safety Plan from TFA (Touch Football Australia), NSW Touch Association and Port Stephens Council.



Table of Contents

1. Introduction	4
2. Key Principles	4
3. Responsibilities under this Plan	5
4. Return to Sport Arrangements	5
4.1 AIS Framework Arrangements	5
4.2 Roadmap to a COVIDSafe Australia	6
5. Recovery	6
Appendix: Outline of Return to Sport Arrangements	7
Part 1 – Sport Operations	7
Part 2 – Facility Operations	8
Return to Training and Return to Play Information - NSW Touch	11
Field Layout and Player Movement	12



1. Introduction

The purpose of this COVID-19 Safety Plan (Plan) is to provide an overarching plan for the implementation and management of procedures by Nelson Bay Touch Association to support playing members, participants, coaches, officials, administrators/volunteers, visitors, families and the broader community in the resumption of community sport and club activities.

The arrangements set out in this Plan are intended to prevent the transmission of COVID-19 among members, participants, coaches, officials, administrators/volunteers, visitors, families and the broader community. The Plan provides the framework to govern the general operation of the Nelson Bay Touch Association, any facilities it controls, the playing/training behaviour of all members and participants and the monitoring and reporting of the health of attendees at Nelson Bay Touch Association facilities.

This Plan includes, but is not limited to, the conduct of:

- a. 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 Nelson Bay Touch Association's 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/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 Nelson Bay Touch Association must consider and apply all applicable State and Territory Government and local restrictions and regulations. Nelson Bay Touch Association needs to be prepared for any localised outbreak at our facilities, within our competitions or in the local community.



3. Responsibilities under this Plan

Nelson Bay Touch Association 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 Nelson Bay Touch Association 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 Nelson Bay Touch Association 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	Martin Shiner
Contact Email	martinshiner@bigpond.com
Contact Number	0425370749

Nelson Bay Touch Association 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 Nelson Bay Touch Association;
- Act with honesty and integrity in regard to the state of their personal health and any potential symptoms; and
- Monitor their health and take a cautious approach to self-isolation and reporting of potential symptoms.

4. Return to Sport Arrangements

- As of the 14th October 2020, participants will be training/competing at Level C of the AIS Framework. The Plan outlines specific sport requirements that Nelson Bay Touch Association will implement for Level C of the AIS Framework when permitted under local restrictions and regulations.
- It is noted that current restrictions mean that more than one parent can attend community sporting activities if physical distancing of at least 1.5 metres can be maintained between people that are not from the same household. The maximum number of participants at a community sporting activity must not exceed 500 participants. This is also in accordance with TFA (Touch Football Australia) and NSW Touch Association Covid-19 Safe Policy.

4.1 AIS Framework Arrangements

The protocols for Nelson Bay Touch Association for conducting sport operations and facility operations under Level C of the AIS Framework are set out in the Appendix - [Outline of Return to Sport Arrangements](#)



4.2 Roadmap to a COVIDSafe Australia

Nelson Bay Touch Association 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.	Further steps TBC

5. Recovery

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

At this time, the Committee of Nelson Bay Touch Association 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

Nelson Bay Touch Association Operations.

Part 1 – Sport Operations

Area	Plan Requirements (for activities under AIS Framework Level C) & NSW Government Health Orders
Approvals	<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. Yes • Local government/venue owner approval to training/competition at venue, if required. TBA • National/state sporting body/local association approval to return to training/competition for community sport. TBA • Club committee has approved return to competition for club. Yes • Insurance arrangements confirmed to cover competition. Yes
Training Processes	<p>Club specifics of training/competition processes:</p> <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. Yes • For larger teams or rep squads, consider maintaining some small group separation at training. Yes • Limit unnecessary social gatherings. Yes • Clearly outline nature of training permitted. Yes • Access to treatment from support staff. N/A • Sanitising requirements including use of sanitising stations, sanitise equipment before, during, after sessions) and use of such equipment to be limited. Yes • Treatment of shared equipment to be put in place - no sharing of personal equipment. Yes • Personal hygiene encouraged (e.g. wash hands prior to training, no spitting or coughing). Yes • Training/playing attendance register kept. Yes • Club to emphasise AIS Framework principle of “Get in, train, get out” – arrive ready to train. Yes • Length and scheduling of training sessions to reduce overlap. Yes • Clearly outline nature of training permitted (e.g. small groups to train and for team meetings, equipment/skill drills able to be used, certain sport activities not permitted during Level C training, no unnecessary contact including high fives/hand shaking, no socialising or group meals). Yes • Defined training areas for each training group, maintaining 4 square metres per person and physical distancing (>1.5 metres). Yes • Guidance for travel arrangements (e.g. physical distancing on public transport, limit carpool/taxi/Uber use). Yes

Personal health	<p>Club specifics of personal health protocols:</p> <ul style="list-style-type: none"> • Graded return to sport to avoid injury. Yes • Advice to players, coaches, volunteers to not attend if unwell (including any signs/symptoms of cold, flu, COVID-19 or other illness). Yes • Washing of hands prior to, during and after training and use of hand sanitiser where available. Yes • Avoid physical greetings (i.e. hand shaking, high fives etc.). Yes • Avoid coughing, clearing nose, spitting etc. Yes • Launder own training uniform and wash personal equipment. Yes
Hygiene	<p>Club specifics of hygiene protocols to support training/playing:</p> <ul style="list-style-type: none"> • Any safe hygiene protocols distributed by national/state sporting body will be adopted by club. Yes • Guidelines for sanitisation and cleaning, including requirements for sanitisation stations will be promoted. Yes
Communications	<p>Club specifics of communications plan to be adopted by the Club:</p> <ul style="list-style-type: none"> • Club will brief players, coaches, members, volunteers and families on Level C protocols including hygiene protocols through member email, texts, Facebook post and club website. Reinforcement of hand washing and general hygiene etiquette will occur. Yes • Continued endorsement of government COVIDSafe app and encouragement to players, coaches, members, volunteers and families to download and use app. Yes • Inform individuals on a needs basis as to how access to mental health and wellbeing counselling services can be obtained. Yes • Club will promote good personal hygiene practices in and around training sessions and competition rounds in Club facilities (e.g. signage in bathrooms). Yes

Part 2 – Facility Operations

Area	Plan Requirements (for activities under AIS Framework Level C)
Approvals	<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. TBA • Local government has given approval to use of facility, if required. TBA • Club committee has approved plan for use of club facilities. Yes • Insurance arrangements confirmed to cover facility usage. Yes

Facilities	<p>Club specifics of how facilities should operate:</p> <ul style="list-style-type: none"> • Return to full use of Club facilities. Yes • Safe hygiene protocols distributed by national/state sporting bodies will be adopted by club. Hygiene and cleaning protocols will be monitored and maintained. Yes • Guidelines for sanitisation and cleaning, including requirements for sanitisation stations will be promoted. Yes • Provision of appropriate health and safety equipment, Personal Protective Equipment (PPE) and personal hygiene cleaning solutions will be maintained. Yes • Parts of facilities that are available during Level C restrictions; limit to toilets and medical facilities and minimise use of communal facilities and canteen. Yes
Facility access	<p>Club specifics of facility access protocols:</p> <ul style="list-style-type: none"> • Who may attend the club facilities: gathering numbers should not exceed government allowances (COVIDSafe Roadmap maximum gatherings: Step 3 (100 people), current restrictions include - more than one parent can attend community sporting activities if physical distancing of at least 1.5 metres can be maintained between people that are not from the same household. The maximum number of participants at a community sporting activity must not exceed 500 participants. This is also in accordance with TFA (Touch Football Australia) and NSW Touch Association Covid-19 Safe Policy. Committee members and canteen manager only will be allowed access to clubhouse. Yes • Any spectators should observe physical distancing requirements (>1.5 metres) and density requirements (one person per 4 square metres). Yes • Managed access including separate entry/exit points, managed traffic flows, stagger arrival/departure times, parking in carparks near nominated playing field. Yes • Non-essential personnel to be discouraged from entering clubhouse rooms. Yes • Physical distancing protocols including use of zones in clubrooms, change rooms and canteen, including use of physical zone indicators. Yes • Canteen operations to include food and cash handling protocols, hygiene and cleaning measures and established zones. Yes • 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 and using video conferencing. Yes • Detailed attendance register to be kept of all committee members entering clubhouse and members taking the field of play. Yes • Details of any health screening measures (e.g. temperature checks etc.) prior to entry to any facilities and any privacy measures club will take to protect sensitive health information will be adhered. Yes • 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. Yes – Flu-like symptoms or who is a high health risk (e.g. due to age or pre-existing health conditions). Yes – Travelled internationally in the previous 14 days. Yes • Any spectators should observe physical distancing requirements (>1.5 metres) Yes

Hygiene	<p>Club specifics of hygiene protocols to support use of club facilities:</p> <ul style="list-style-type: none"> • Club to ensure regular sanitisation and cleaning of club facilities. Yes • Any safe hygiene protocols distributed by national/state sporting body or local association will be adopted by the club including: <ul style="list-style-type: none"> – Availability of hand sanitiser at entry/exit points to venue and elsewhere. Yes – Protocols for sanitising stations, sanitising shared equipment, uniforms. Yes – Cleaning standards – increase regular cleans and frequent wiping of high touch surfaces. Yes – Displaying posters outlining relevant personal hygiene guidance. Yes – Avoiding shared use of equipment. Yes – Provide suitable rubbish bins with regular waste disposal. Yes • Provide guidelines for sanitisation and cleaning of Club facilities. Yes
Management of unwell participants	<p>Club specifics of protocols to manage unwell participants at a club activity:</p> <ul style="list-style-type: none"> • Isolation/medical requirements for all players, members, volunteers and their families at the onset of any symptoms including club facilities will be used to manage symptomatic participants. Yes • Training of volunteers/club management on treatment of symptomatic participants and disinfecting of facilities used by such participants. TBA • Notification protocols for notifying public health authorities and other attendees of symptomatic participants. Yes
Club responsibilities	<p>The club will oversee:</p> <ul style="list-style-type: none"> • Provision and conduct of hygiene protocols as per the Plan. Yes • The capture of a record of attendance at all training and club activities and maintaining an up-to-date log of attendance. Yes • Coordination of Level C and beyond level C restrictions for field competitions and training operations. Yes • Operation of the club's facilities in support of all Level C and beyond level C restrictions for field competitions and training activities in accordance with this Plan. Yes
Employees and Volunteers	<p>The club will:</p> <ul style="list-style-type: none"> • Ensure to operate COVID-19 safe workplaces and educate volunteers and staff on safe work practices. The club will facilitate COVID-19 education for volunteers and administrators in community sport on COVID-19 transmission control, see, e.g., https://www.safework.nsw.gov.au/resource-library/COVID-19-Coronavirus/pandemic-plan-advice Yes • Ensure employees and volunteers need to stay home when sick or when caring for a sick family member. Yes

Return to Training & Return to Play

INFORMATION

CURRENT AS AT 1 July 2020



Currently in NSW all sports are under the Public Health (COVID-19 Restrictions on Gathering and Movement) Order (No 4) 2020 as issued on Monday 30 June 2020.

These guidelines are limited to Outdoor activity which can be conducted with **not more than 500 participants**. (Participants/Officials and Spectators included) With adequate spacing of not more than 1 person per 4 sq metres. Where activities involve a gathering of **more than 20 participants as COVID-19 Safety Plan is required**.

PREPARATION

Arrive
Play/Train
Leave

- You **MUST** maintain attendance records
- Ensure changerooms and showers are **NOT** used and remain **CLOSED**
- Ensure toilets are open and have soap and/or hand sanitiser and **signage**
- Arrive 5mins prior to game/training dressed ready to go. If arriving early remain in your vehicle until 5mins prior to game/training. Shower with soap both prior to and postgame/training.
- Parents/spectators are only to watch from their vehicle
- Leave immediately following game/training – **do not congregate** -Arrive-Play/Train-Leave
- Conduct all post game/training discussions via video link or conference calls
- **NO** sharing of Water Bottles- all **MUST** be clearly individually labelled
- **NO** hands in huddles- **NO** high fives- **NO** pre/post game handshakes
- Participants are to bring personal hand sanitiser to be used pre-during and postgame/training. i.e. schedule sanitiser breaks
- Maintain 1.5m distance between **ON** field and **OFF** field participants
- Sanitise equipment pre-during-post session
- If a participant returns a positive COVID-19 test report to coronavirus@touchfootball.com.au



HEALTH

If you feel unwell, do not attend games/training and you must seek medical clearance before returning

If you have had contact in the past 14 days with a known or suspected case of COVID-19 or have returned from and identified hotspot **you must not** attend & seek medical clearance before returning

All suspected cases must be reported.

Download COVIDSafe App



YOU CAN

Train and return to competition with a NSWTA endorsed COVID Safety Plan.

Social distancing of 1.5m between players.

Spacing so that there is no more than 1 person per 4m².
Contact skill training drills – fitness, agility, individual ball skills, passing drill, opposed drills and competition play.



YOU CANNOT

Have more than 20 persons **without a COVID Safety Plan**

NO Spitting

NO Sharing Bottles or Whistles or Towels


NO hands in huddles/high fives/pre-post game handshakes

DO NOT congregate on or off the field- return to vehicle between games

DO NOT use change rooms or showers

**FIELD LAYOUT, PLAYER MOVEMENT
TOMAREE SPORTS COMPLEX**



-  = PLAYERS ARRIVING
-  = PLAYERS LEAVING
-  = HAND SANITISER STATION
-  = FIRST AID STATION
-  = ISOLATION STATION





Sanitising on arrival & leaving our fields



Storage & transport of sanitised touch footballs