

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

## Your COVID-19 Safety Plan

### Community sport

### Business details

Business name	Balgownie Cricket Club
Business location (town, suburb or postcode)	Judy Masters Oval Balgownie
Completed by	Shane Brown
Email address	<a href="mailto:211shane@gmail.com">211shane@gmail.com</a>
Effective date	19 October 2021
Date completed	26 October 2021

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### Wellbeing of staff and customers

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

Agree

Yes

Tell us how you will do this

Provide advice to club members and supporters. Have QR codes displayed at venue. Advice to club members to stay home if unwell and get tested. Isolate until a negative result. Unwell players or officials will be excluded. Follow Health Order.

**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**

Communication of current public health orders. Information to players and officials re mandatory double vaccination status to be involved. We have registered as a COVID safe Club and have educated members through social media posts.

**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**

Displayed at entry to ground. QR codes displayed. Manual register provided.

**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

Advice through our social media posts that participants must be double vaccinated. Club is maintaining a register of players who have provided evidence of Vaccination status and are also checking at games and training.

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## 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

Monitoring of change rooms to ensure compliance. Social distancing signage.

### 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

Monitoring of seating and club nets. Signage to ensure social distancing education.

**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**

1 game at this venue per week. Training times have been staggered across the week to avoid congestion.

**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**

Monitoring of numbers within change rooms. No club house exits. Signage re social distancing.

**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**

Monitoring of numbers within change rooms. No club house exits. Signage re social distancing.

**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**

Parents advised to drop players at training and leave. Advice re social distancing.

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

**Agree**

Yes

**Tell us how you will do this**

Car pooling is now aloud under the Public Health order.

**Singing by audiences is not allowed in indoor areas.**

**Agree**

Yes

**Tell us how you will do this**

N/A

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## **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**

Outdoor event. Change rooms to be ventilated with windows and doors open.

**Use outdoor settings wherever possible.**

Agree

Yes

**Tell us how you will do this**

Outdoor event.

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

Agree

Yes

**Tell us how you will do this**

Change room doors and windows opened.

**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**

N/A

**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

N/A

**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

N/A

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## 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

Exempt outdoor activity face masks to be used within change rooms.

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

Agree

Yes

**Tell us how you will do this**

Sanitiser supplied.

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

**Agree**

Yes

**Tell us how you will do this**

Complete and will be maintained.

**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**

Cleaned before all games.

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**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**

Displayed at ground

**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**

Monitored at ground QR codes clearly displayed.

**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**

Manual register

**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**

N/A

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

Yes