

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

Your COVID-19 Safety Plan

Community sport

Business details

Business name	Port Kembla Cricket Association
Business location (town, suburb or postcode)	King George V Oval, Port Kembla
Completed by	Steven Sunderland
Email address	committeepkcc@gmail.com
Effective date	19 October 2021
Date completed	29 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

Provide prior advice to participants and also have QR signage at each venue
Email participants prior to the event that if they are unwell or have any Covid symptoms to stay at home and not attend the event. We will also exclude any unwell participants

or anyone showing symptoms. Advising participants that are turned away due to illness or displaying symptoms that they will need to provide proof of a negative Covid test before they return to training or play. We advise members to check the NSW Government website for full list of symptoms associated with COVID-19 infection and exposure sites - <https://www.nsw.gov.au/covid19/symptoms-and-testing>.

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

Prior advice to clubs and participants and hold an information session with clubs to ensure 100% compliance.

Updated stakeholders on NSW government guidelines & Covid safe policies and procedures. Cricket Illawarra will communicate current Public Health Orders and compliance to volunteers on a regular basis, sharing updates from the NSW Government website & Social Media. Volunteers will be offered training on COVID-19 infection control & cleaning requirements through: the Infection Control Module training - Cleaning – Safe Work if required. When to get tested – NSW Government Social Distancing Requirements – Wearing of Masks requirements COVID-19 Safety Plan – Outdoor events Page 2 COVID-19 case locations list by suburb or town The list includes locations with health advice for close contacts, casual contacts and those needing to monitor for symptoms. Display conditions of entry including requirements to stay away if unwell

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

QR posters at every venue for compulsory sign in with accompanied notice including to stay home if unwell.

Participants, Spectators, Team Officials & Family must be Double Vaccinated to attend or participate Clubs to maintain a register of sighting participants digital certificates or

manual certificates

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

Marketing to the community & Clubs, as well as abiding by Public Health orders in relation to vaccination.

Clubs must ensure all their members comply with Public Health Orders

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

Change rooms to have signage for 1 person per 2m²

All matches are outdoors with marketing & signage to maintain social distancing and for people not to congregate

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

Marketing & signage at venues for people not to congregate & to maintain 1.5m Social Distancing. Limiting the number of players per net to 5. Designated area for equipment with 1.5metre gap between each.

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

Advising participants to get in play and get out. Direction to parents to stay in vehicle during drop off and pick up where possible and to not congregate.

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

All premises are public spaces and are covered with the 1.5m Social Distancing signage. Designated area for equipment with 1.5metre gap between each. Communicate with clubs, parents & spectators via email & Social Media that they will not be permitted in any training area.

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

Signage for ventilated changerooms to limit entry to 1 person per 2m² rule
Marketing via Social Media to the community and via email to club stakeholders

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

Advising participants to get in play and get out. Direction to parents to stay in vehicle during drop off and pick up where possible and to not congregate.

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

Agree

Yes

Tell us how you will do this

Advice to follow Public Health Orders on carpooling

Singing by audiences is not allowed in indoor areas.

Agree

Yes

Tell us how you will do this

Not applicable as all activities will be outdoor

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

All our events are outdoors with changerooms to be closed if no ventilation available or 1 person per 2m² if ventilated

Use outdoor settings wherever possible.

Agree

Yes

Tell us how you will do this

Not Applicable, All cricket activities operate outdoors

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

Agree

Yes

Tell us how you will do this

Not Applicable, All cricket activities operate outdoors

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

Not Applicable, All cricket activities operate outdoors

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

Not Applicable, All cricket activities operate outdoors

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, All cricket activities operate outdoors

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

Follow Public Health advice on Face masks

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

Agree

Yes

Tell us how you will do this

We will promote the use of hand sanitiser and hygiene practice to participants. We will encourage participants to carry personal hand sanitiser to enable good personal hygiene. No use of saliva on cricket balls. Participants encouraged to bring their own equipment including cricket balls. Any equipment that is shared should be cleaned and disinfected after use

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

Agree

Yes

Tell us how you will do this

We will work with venue operators to ensure soap and towels are well stocked. We will

advise them of issues

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

All cricket activities operate outdoors with no frequently touched areas.

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

We will register to use the NSW Government QR system and communicate the requirement to use the system to participants. We will ensure that a QR code for the venue is displayed in a suitable place and/or ensure that participants otherwise have a means of accessing the QR code upon arrival

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

PKCC has a manual sign on register for people who cannot use QR Code. CricketIllawarra will make participants aware of the requirement to use the Service NSW QR system to check in at each venue or facility. QR codes and signage will be displayed at entry and exit point of venues. The check in 'green tick' may be verified by a team or club official

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

A manual attendance register/roll call will be in place for anyone that is unable to scan the QR code provided. This register will be made available to an authorised officer available within 4 hours and filed for a minimum of 28 days

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

All venues have a separate QR Code which covers sub premises for cricket activity

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

Yes