

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



Your COVID-19 Safety Plan

Community sporting competitions and full training activities

Business details

| | |
|---|--|
| Business name | Australian International A Division Catamaran Association |
| Business location (town, suburb or postcode) | Soldiers Point, Australian National Championships for A Class Catamarans. |
| Completed by | William Michie |
| Plan approved by | William Michie |
| Email address | wimichie@bigpond.com |
| Effective date | 15 January 2021 |
| Date completed | 28 January 2021 |

Wellbeing of staff and customers

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

All officials, helpers and volunteers will be required, if feeling unwell or displaying COVID 19 like symptoms, will be required to exclude them selves from attending.

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 officials will be instructed and provided adequate information on COVID 19 safety practices.

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

Not applicable as we have no staff.

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

COVID 19 restrictions and safety procedures will be included on the official app for the event. Sailor App.

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

AIADCA is and will be in regular contact with the hosting club prior to and during the event.

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.

Not applicable

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.

In Greater Sydney, indoor areas must not exceed one participant per 4 square metres of publicly accessible space.

Note: 'Greater Sydney' means Greater Sydney as defined by the Public Health (COVID-19 Restrictions on Gathering and Movement) Order (No 7) 2020.

We will be ensuring the 2 square metre rule.

In indoor areas, spectators should not sing or chant. In outdoor areas, spectators older than 12 years should wear masks if singing or chanting.

There will be no singing or chanting.

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.

There is only one sailing group.

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.**

Physical distancing will be expected and enforced where possible.

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.

Participants will be encouraged to stagger use of loading and rigging areas and use of amenities to limit interactions with others.

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

Participants are encouraged to travel separately where possible.

Reduce crowding wherever possible and promote physical distancing with markers

on the floor where people stand or are asked to queue.

Floor markings will be in place and duly supervised.

Ensure communal facilities such as showers, change rooms and lockers have strategies in place to reduce crowding and promote physical distancing.

Participants will be encouraged to use off site amenities and or stagger use of club facilities to limit interactions with others.

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

Participants will be encouraged to use off site amenities and or stagger use of club facilities to limit interactions with others.

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

Use of Sailor App will be used for participant communications.

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

Delivery's will be limited and contactless where practical.

Hygiene and cleaning

Adopt good hand hygiene practices.

Participants are encouraged to adopt good hygiene practices.

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

Hand sanitizer will be provided at entry to the clubhouse, change rooms and various other points as required.

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.

Amenities will be adequately stocked and supervised regarding consumables.

Encourage participants to bring their own water bottle, snacks/orange slices and sweat towels. Avoid shared food and drinks.

Participants are encouraged to self supply water bottles, snacks towels.

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

Not applicable.

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.

All indoor surfaces will be monitored and regularly cleaned with sanitizer.

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

Not applicable.

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

Participants are encouraged to use only their own equipment.

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

Sanitizer, gloves and masks will be available to all participants and visitors.

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

Only proprietary, conforming products will be provided.

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

Officials, helpers and volunteers will be encouraged to wash thoroughly after any cleaning tasks.

Encourage contactless payment options.

Contactless payment options will be in place and encouraged where possible.

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).

Unless impractical, all indoor areas will be fully open to outdoor areas.

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.

A full record of all participants, officials, helpers, volunteers and visitors will be mandatory.

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).

All information will be stored confidentially and securely.

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

All participants, officials, helpers and volunteers will be advised of the benefits of the

COVID Safe App.

Community sport organisations should consider registering their business through nsw.gov.au.

Nationally registered.

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.

We will work cooperatively and fully with NSW Health regarding any COVID 19 related issues or test results.

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

Yes