



KAWANA TOUCH ASSOCIATION COVID-19 SAFETY PLAN

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Version	1
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Disclaimer: Associations are expected to update the COVID-19 Safety Plan and implement within their setting. This document template is current as at 16 June 2020 and is subject to change upon the advice of government and health authorities. Further Information will be published in line with government advice.

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KAWANNA TOUCH

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 Kawana Touch Association to support Kawana Touch and its members and participants in the staged 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 Kawana 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 Kawana Touch Association facilities.

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

- a. staged training and competition activities (sport operations) for Touch Football in Queensland; and
- b. facility management and supporting operations (facility operations) for Touch Football in Queensland.

At all times the Plan is subject to all regulations, guidelines and directions of the Queensland 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**), Touch Football Australia's Return to Play Guidelines, Queensland State Government Roadmap to easing restrictions, the QSport Field Team Sports Industry Plan and the Queensland Touch Football Return to Play Guidelines.

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 Kawana 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 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 Kawana Touch Association must consider and apply all applicable State Government and local restrictions and regulations. Kawana 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

Kawana 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 Board of Sunshine Coast Fraser & Burnett District Touch Association (SCFBDTA) are 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 SCFBDTA Board has appointed the following person as the Kawana 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	BRUCE LOGAN
Contact Email	KawanaTouch@gmail.com
Contact Number	0411339276

Kawana 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 Kawana 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 at the date of this Plan, participants are training at Level C of the AIS Framework/ Stage 3 of the Queensland Roadmap to Easing Restrictions. The Plan outlines specific sport requirements that Kawana Touch Association will implement for Level C of the AIS Framework.

Kawana Touch Association will transition to the training activity and facility use as outlined in Level C of the AIS Framework when permitted under local restrictions and regulations.

4.1 AIS Framework Arrangements & Queensland State Government restrictions

The protocols for conducting sport operations and facility operations under Level C of the AIS Framework are set out in the [Appendix](#) of the [AIS Framework for Rebooting Sport](#).

The guidelines for the easing of restrictions in Queensland are set out in the [Queensland Government's Roadmap to easing restrictions](#).

4.2 Roadmap to a COVID Safe Australia

Kawana Touch Association will also comply with the Australian government's [Roadmap to a COVID Safe Australia](#), which places limits on the type of activity that can be conducted and the number of people who can gather at facilities, as further detailed in the Queensland State Government's Roadmap to easing restrictions, notwithstanding the activities permitted by the AIS Framework (see below).

AIS Activities	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.	
Qld State Govt Roadmap to Easing restrictions	Stage 1 The resumption of community sport including the organised return of club training is not scheduled until Stage 2 of the easing of restrictions.	Stage 2 > Gatherings not exceeding 20 people > Community sports > Must maintain public health rules including social distancing, hand and respiratory hygiene and frequent cleaning and disinfection > 20 person rule includes all players, coaches and any other person who attends the gathering > No spectators. One parent per minor allowed, must remain in car.	Stage 3 > Gatherings not exceeding 100 people > Community sports > Full training and competition > Must maintain public health rules including social distancing, hand and respiratory hygiene and frequent cleaning and disinfection > 100 person rule includes all players, coaches and any other person who attends the gathering > Limit spectators. One parent per minor allowed, must remain in car.	Further steps TBC

5. Recovery

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

At this time the SCFDBTA Board of Kawana 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 1: Outline of Return to Sport Arrangements

Part 1 – Sport Operations

Area	Requirements for activities under AIS Framework Level B - Qld State Govt Roadmap/ Stage 2: Return to Training	Requirements for activities under AIS Framework Level C/ Qld State Govt Roadmap - Stage 3: Return to Play
Approvals	<p>Obtain the following approvals to allow a return to training in Stage 2, and return to play in Stage 3:</p> <ul style="list-style-type: none"> • Covid Safety Plan is industry specific and has been approved by State Government • Restrictions on public gatherings have relaxed to enable training to occur • Local government/venue owner approval to train at venue, if required. • National/state sporting body/local association approval of return to training for community sport. • Organisation committee has approved return to training for organisation. • Insurance arrangements confirmed to cover training. • Update Association Risk Assessment Plan (can be found in Appendix 3) 	<p>Obtain the following approvals to allow return to play in Stage 3:</p> <ul style="list-style-type: none"> • Covid Safety Plan is industry specific and has been approved by State Government • Restrictions on public gatherings have relaxed to enable competition to occur • Local government/venue owner approval for competition to resume at venue, if required. • National/state sporting body/local association approval of return to competition for community sport. • Organisation committee has approved return to competition for organisation. • Insurance arrangements confirmed to cover competition. • Update Association Risk Assessment Plan (can be found in Appendix 3)
Education and Training	<p>Provision of training and education to all participants, volunteers, families and staff:</p> <ul style="list-style-type: none"> • Provide training on COVID-19 infection control to staff and volunteers responsible for the conduct of training, event operations or any other relevant activity. • Make all participants aware of appropriate hygiene measures and that they should not attend if unwell. • Government resources should be prominently displayed around grounds and facilities and at entry points, including handwashing and personal infection control advice. 	<p>Includes Stage 2 with additional measures:</p> <ul style="list-style-type: none"> • Provide briefings and/or educational materials to outline protocols under Stage 3/ Level C in advance of return to sport for participants, including the obligations on and expectations of such participants.

	<ul style="list-style-type: none"> • Provide briefings and/or educational materials to outline protocols under Stage 2 in advance of return to sport for participants, including the obligations on and expectations of such participants. 	
Training & Competition Processes	<p>Training processes (Stage 2):</p> <ul style="list-style-type: none"> • Non-contact activity permitted for up to 20 people in a group. • Organisation to emphasise AIS Framework principle of “Get in, train, get out” – arrive ready to train. • Length and scheduling of training sessions adjusted to eliminate overlap between participants by having a minimum of 15 minutes between training sessions. This will also allow time to clean an area before the next group enters. <p>Training permitted e.g.; Non-contact training the groups of 20 can take place including</p> <ul style="list-style-type: none"> ➢ Passing, catching drills in line with the 1.5m social distancing. ➢ Defending with 1.5m distance ➢ No contested drills or contact to effect the touch ➢ Training drills must be designed with social distancing measures in place ➢ There must be a minimum distance of 1.5m between participants at all time ➢ No standing around close to other participants during or in between drills (e.g. when waiting in line/at a cone) <ul style="list-style-type: none"> • Sanitising requirements in place, including use of sanitising stations. • Sharing of some equipment is permitted (e.g. sanitise equipment before, during, after sessions) and use of such equipment to be limited. • No sharing of personal equipment. • No sharing of clothing. • Personal hygiene encouraged (e.g. wash hands prior to training, no spitting or clearing of nasal passage). • Training attendance register kept 	<p>Competition processes, includes Stage 2 with additional measures:</p> <ul style="list-style-type: none"> • Standard activity permitted to occur for up to 100 people. • 4 square metres required per person and physical distancing of 1.5 metres must apply. • Contact and non-contact activity permitted on field • Organisation to emphasise AIS Framework principle of “Get in, train, get out” – arrive ready to train. • Small group separation at training continues • Consider modifications to playing conditions or activity rules to support physical distancing where possible • Co-mingling between playing spaces/zones is strictly prohibited. • Each playing space/zone is clearly marked. • Separate entry and exit points per playing space/zone are required. • “Get in, play, get out” <ul style="list-style-type: none"> ➢ arrive ready to play ➢ no warming up at venue prior to games ➢ leave immediately after game ➢ Any tasks that can be done at home, should be done at home (eg recovery sessions, online meetings) ➢ Restrict assembly, warm up and warm down ➢ Do not congregate in groups ➢ Limit spectators ➢ One parent only to attend with minors and must watch from/ wait in car ➢ Venue is not accessible to grandparents ➢ Limit unnecessary time at venue ➢ Prior to arriving, participants review game and venue information from your competition coordinator • Remove sign-on options, each team to provide an attendance sheet for their participants

		<ul style="list-style-type: none"> • Remove signing of scorecards - teams to verbally agree post-match on correct score • Restrict available seating • Remove sub-boxes • Bags and personal belongings should be placed 1.5m apart in a designated area. Allow small groups to retrieve belongings at any one time • Drink bottles to be stored individually in person's belongings, not grouped together <p>Referees</p> <ul style="list-style-type: none"> • All Referees encouraged to complete the COVID-19 (Coronavirus): What It Is, How to Prevent Spread course. • Certificate must be lodged prior to competition commencing • Assist in moving participants from the grounds immediately after games • Referees must be at the field ready to commence games on time to reduce congregation • Bring own personal equipment ie whistle, pen/pencil
<p>Physical distancing</p>	<p>Physical distancing requirements to be developed and implemented during training activities:</p> <ul style="list-style-type: none"> • Maintaining density requirement of 4 square metres per person and physical distancing (>1.5 metres) • On-field protocols and training drills to maintain a distance of at least 1.5 metres • Avoid participant interactions including team huddles, handshakes and high fives • Specific restrictions on non-contact training drills during Stage 2 and contact training drills in Stage 3, as outlined above. • Defined training areas for each training group, maintaining base density requirement of 4 square metres per person and physical distancing (>1.5 metres). 	<p>Includes Stage 2 with additional measures:</p> <ul style="list-style-type: none"> • No sub boxes to restrict congregation • Restrict player numbers to adhere to 100 people per venue restriction

	<ul style="list-style-type: none"> • Limit unnecessary social gatherings (particularly adults) e.g Canteens, Bars, etc • If space at a venue permits a parent/guardian zone can be established. The zone must have enough room for 20 people to have 4m² and people in the zone must stay 1.5m distance from each other. 	
Personal health	<p>Organisation to detail specifics of personal health protocols.</p> <ul style="list-style-type: none"> • Advice to players, coaches, volunteers to not attend if unwell (including any signs/symptoms of cold, flu, COVID-19 or other illness). • Participants who are in a high risk category should reconsider their participation in touch football activities (i.e. those with chronic conditions or compromised immune systems, people with disability, elderly people, etc) • Graded return to sport to avoid injury. • Washing of hands prior to, during and after training and use of hand sanitiser where available. • Shower at home before and after training • No clearing nose • No spitting • Cough into the elbow • Launder own training uniform and wash personal equipment]. • No sharing of personal equipment • No physical greetings (i.e. hand shaking, high fives etc.). • Avoid touching of eyes, nose or mouth • Do not permit personal equipment on surfaces. Personal equipment bags should be arranged to permit physical distancing of participants (>1.5 metres). • Only coaches should contact/move group equipment such as balls, training aids (cones, markers, agility ladders etc) • Shared participant equipment (particularly balls, training cones) should be rotated, washed or wiped with antibacterial wipes or alcohol-based sanitiser prior to and after each use and at each activity break. 	Includes Stage 2 with all measures applied to competition.
Hygiene	Organisation to detail specifics of hygiene protocols to support training.	Includes Stage 2 with all measures applied to competition.

	<ul style="list-style-type: none"> • Any safe hygiene protocols distributed by national/state sporting body or local association/club that will be adopted by organisation. • Guidelines for sanitisation and cleaning, including requirements for sanitisation stations. • Provide hand sanitiser dispensers in prominent places around facilities (particularly entry or high use areas such as a registration desk, change rooms, toilets or canteen) and ensure dispensers are regularly refilled. • Promote good hygiene practices in line with Government advice including: <ul style="list-style-type: none"> - Cleaning standards: <ul style="list-style-type: none"> (a) Ensure spaces at each facility are regularly cleaned with disinfectant in accordance with the manufacturer's instructions; (b) Surfaces should be frequently wiped down with appropriate disinfectant wipes or soap, particularly those frequently touched. This includes door handles, light switches, kitchen surfaces, bathroom surface, phones, remote controls, dugout benches, gates, scoreboard control panels and any other high touch areas; and (c) Adequately clean and disinfect participant facilities before use (prior to participant arrival). • Strongly encourage payments online or via pay wave technology. If cash is taken ensure employees/volunteers observe good personal hygiene practices and wash their hands regularly. 	
Communications	<p>Detailed communications plan to communicate with players, coaches, members, volunteers, families and staff:</p> <ul style="list-style-type: none"> • Provide clear and coordinated guidance to participants and stakeholders across a range of communication channels on how a return to sport will be managed at each level of restriction; • Brief players, coaches and volunteers on return to training protocols including hygiene protocols (e.g. letter, email, text/WhatsApp message, Facebook post) and reinforcement of hand washing and general hygiene etiquette. 	<p>Competition processes, includes Stage 2 with additional measures:</p> <ul style="list-style-type: none"> • Team organisers should be given all game information ahead of competition night/day to disseminate to participants

	<ul style="list-style-type: none"> • Endorsement of government COVIDSafe app and encouragement to players, coaches, members, volunteers and families to download and use app. • Promote good personal hygiene practices in and around training sessions and in Organisation facilities (e.g. posters in bathrooms). • Establish relationships with key community partners and stakeholders including State public health authorities and government funding partners through your organisation's COVID-19 Safety Coordinator. • Share timely and accurate information including how your organisation is responding to any localised outbreak. • Confirm an emergency management plan for each of your sport activities and they are suitable for managing a COVID-19 outbreak. • Identify trigger points for cancelling, postponing or modifying an activity and identify who has responsibility for making that decision. • Identify in advance actions to be taken if your organisation needs to postpone or cancel activities. Plan alternative ways for participants to enjoy the activities by television, radio, or online. • Establish a process of how individuals can access mental health and wellbeing counselling services. 	
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Part 2 – Facility Operations

Area	Requirements for activities under AIS Framework Level B/ Qld State Govt Roadmap - Stage 2: Return to Training	Requirements for activities under AIS Framework Level C - Qld State Govt Roadmap/ Stage 3: Return to Play
Approvals	Obtain the following approvals to allow use of organisation facilities at Level B/ Stage 2: <ul style="list-style-type: none"> • This Covid Safety Plan is industry specific and has been approved by State Government • Local government/venue owner approval to use facility, if required. 	Obtain the following approvals to allow use of organisation facilities at Level C/ Stage 3: <ul style="list-style-type: none"> • This Covid Safety Plan is pending an industry specific plan to field sports • Local government/venue owner approval to use facility, if required.

	<ul style="list-style-type: none"> • Organisation committee has approved plan for use of organisation facilities. • Insurance arrangements confirmed to cover facility usage. • Update Association Risk Assessment Plan (can be found in Appendix 3) 	<ul style="list-style-type: none"> • Organisation committee has approved plan for use of organisation facilities. • Insurance arrangements confirmed to cover facility usage. • Update Association Risk Assessment Plan (can be found in Appendix 3)
Facilities	<p>Facility management plan and structured risk assessment in place:</p> <ul style="list-style-type: none"> • Use of Organisation facilities will align with social distancing and hygiene requirements and State Government directives • Parts of facilities that are available during Stage 2 restrictions; limit to toilets and medical facilities and minimise use of communal facilities. • Hygiene and cleaning protocols. • Provision of appropriate health and safety equipment, Personal Protective Equipment (PPE) and personal hygiene cleaning solutions. • Responsibility and plan for formal organised activities within public playing fields is under the remit of the organisation using/leasing the area. Once formal activity within the terms of the lease commence the organisation must have signage that clearly indicates: <ul style="list-style-type: none"> • Approved activity in progress – NO SPECTATORS • CLOSED areas • RESTRICTED ACCESS areas • ENTRY, EXIT and DIRECTIONAL FLOW • SOCIAL DISTANCING in shared zones • While vacated public playing fields are available to the public under the restrictions directed health. • Provision of appropriate health and safety equipment, Personal Protective Equipment (PPE) and personal hygiene cleaning solutions as per Stage 2. 	Includes Stage 2 with all measures applied to competition.
Playing Spaces	<p>Kawana Touch Western fields can accommodate multiple playing spaces or zones and will be mitigated with no co-mingling between groups by meeting the following requirements:</p> <ul style="list-style-type: none"> • Defined training areas for each training group of 20 must maintain a base density requirement of 4 square metres per person and physical distancing (>1.5 metres). 	Provision for playing spaces or zones determined for Stage 3 are the same as stage 2

	<ul style="list-style-type: none"> • Each playing space must be clearly marked and minimise the risk of balls moving into another zone. • Must not create an unnecessary risk of people congregating • Management and segmentation of groups of participants through scheduling. • Implementation of strict hygiene measures at all entry and exit points, communal areas and managing equipment. • Each playing space has a different entry and exit to other playing spaces • There is at least 5 meters between playing spaces • Start and finish times at each playing space is staggered • No co-mingling of groups in playing spaces/zones • No group from one playing space can come into contact with a group of another playing space. • Equipment cannot be shared between zones. • Hand sanitizers are available at the entry and exit of each zone. • High contact points within a playing space must be cleaned before another group can access. • If space at a venue permits a parent/guardian zone can be established. The zone must have enough room for 20 people to have 4m² and people in the zone must stay 1.5m distance from each other. <p>Please refer to Appendix 2. Touch Football 1 Field 2 Zones</p>	
<p>Facility access</p>	<p>Facility access protocols.</p> <ul style="list-style-type: none"> • Confirm health screening measures (e.g. temperature checks etc.) prior to entry to any facilities and any privacy measures organisation will take to protect sensitive health information. • 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. 	<p>Includes Stage 2 with additional measures:</p> <ul style="list-style-type: none"> • Restrict the use of communal facilities to toilets only during Stage 3. • Canteens will remain closed

- Flu-like symptoms or who is a high health risk (e.g. due to age or pre-existing health conditions).
- Travelled internationally in the previous 14 days.
- Restrictions to essential participants to attend facilities/venues to minimise numbers;
 - not more than one parent/carer to attend with child/family;
 - encourage parent/carer to drop off/pick up outside facility/venue or remain in the car during the activity;
 - gathering numbers should not exceed 20 per group
- No co-mingling of groups in playing spaces/zones.
- Management and segmentation of groups of participants through scheduling.
- Implementation of strict hygiene measures at all entry and exit points, communal areas and managing equipment.
- no other spectators should be present
- Any spectators should observe physical distancing requirements (>1.5 metres)
- Update terms and conditions of entry and have users agree to new protocols.
- Detailed attendance register to be kept for 51 days
- Amend training schedules and times to reduce in-person contact for participants, family members and staff by:
- Scheduling a minimum of 30 minutes between training sessions for all attendees to safely arrive and exit the venue; and
- Considering staggered arrival and/or departure times for different groups/teams of a minimum of 5 minutes.
- Manage venue entries and exits (and separate where possible) to ensure a seamless flow of participants and attendees through the venue and limit the risk of overlap and congestion.

	<ul style="list-style-type: none"> • Restrict the use of communal facilities to toilets only during Stage 2 • Close other communal areas such as grandstands. • Physical distancing protocols including line markings, bollards, use of zones use and physical distancing indicators shall be used. • Canteens facilities will remain closed to reduce the risk of gatherings or encouraging people to stay in Stage 2. • General advice on physical distancing in organisation facilities including discouraging face to face meetings where possible, restricting site visitors, deferring or splitting up large meetings. 	
Hygiene	<p>Hygiene protocols to ensure regular sanitisation and cleaning of organisation facilities.</p> <ul style="list-style-type: none"> • Any safe hygiene protocols distributed by national/state sporting body or local association that will be adopted by organisation including: <ul style="list-style-type: none"> ➤ Availability of hand sanitiser at entry/exit points to venue and elsewhere (may be provided by facility/venue manager) ➤ Protocols for sanitising stations, sanitising shared equipment ➤ Cleaning standards – increase regular cleans and frequent wiping of high touch surfaces. ➤ Displaying posters outlining relevant personal hygiene guidance. ➤ Avoiding shared use of equipment. ➤ Provide suitable rubbish bins with regular waste disposal. ➤ Guidelines for sanitisation and cleaning of Organisation facilities. • Recommend that a COVID Safe Coordinator is allocated to each session to take responsibility of completing the cleaning requirements before the next group arrives. 	Includes Stage 2 with all measures applied to competition.
Management of unwell participants	<p>Protocols to manage unwell participants at an organisation activity.</p> <ul style="list-style-type: none"> • Self-isolate at home if presenting symptoms. • Compare the symptoms of coronavirus (COVID-19), with the common cold and flu. 	Includes Stage 2 with all measures applied to competition.

- Anyone who is unwell or develops a fever, a cough, sore throat or shortness of breath, must contact a doctor or call 13HEALTH (13 43 25 84).
- Liaise with public health authorities and facilitate the sharing of information about all symptomatic participants at an activity run by your organisation, subject to privacy law.
- Notify corona@touchfootball.com.au and the Department Housing and Public Works (Sport and Recreation)
- Contact participants (refer to attendance register) if an activity attendee subsequently becomes unwell and provide advice on what actions should be taken. If an outbreak does occur at your facility, the register will need to be provided to relevant authorities (i.e. Department of Health) in a timely fashion.
- Minimum details to be collected include:
 - Date of entry
 - First name and surname
 - Phone number
 - Time in
 - Time out
 - Club & team/group
- Communicate isolation and medical procedures for all players, members, volunteers and their families at the onset of any symptoms including organisation facilities that can be used to manage symptomatic participants.
- Identify with clear and unambiguous signage, a space that can be used to isolate staff or participants who become unwell at an activity and cannot leave immediately. The isolation area should be equipped with necessary PPE supplies to facilitate hand hygiene and respiratory etiquette.
- Ensure staff/volunteers understand that participants who become unwell should be immediately isolated and given a clean disposable facemask to wear. Establish procedures to help unwell staff or participants leave the event as soon as possible and added protections for activity staff in such circumstances.

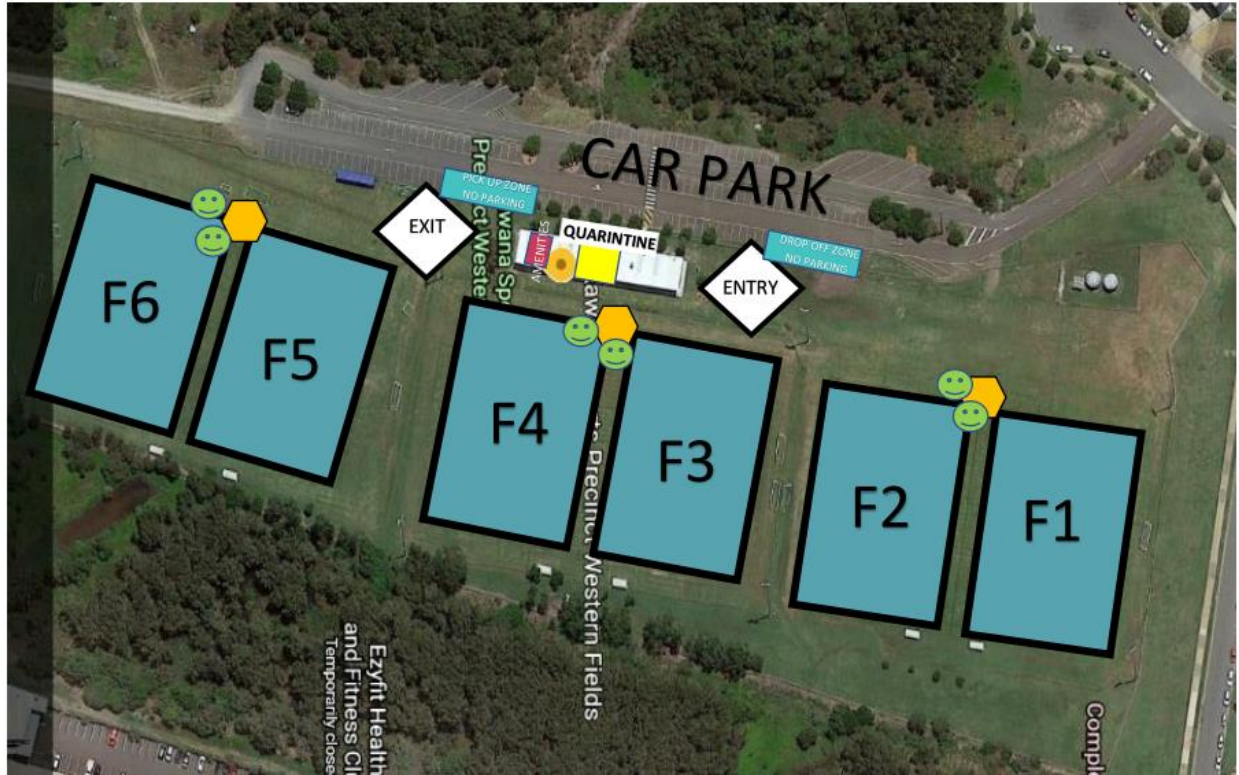
	<ul style="list-style-type: none"> • Train volunteers/organisation management on treatment of symptomatic participants and disinfecting of facilities used by such participants. • Confirm notification protocols for notifying public health authorities and other attendees of symptomatic participants. 	
Follow-up after COVID-19 outbreak has ended	<p>Management of follow up after a Covid-19 outbreak has ended:</p> <ul style="list-style-type: none"> • Public health officials will determine when an outbreak has ended in a community, consult with them to identify criteria for scaling back COVID-19 prevention actions with activities. Consider which protocols can remain to optimise good public and participant health. • Plan the rescheduling of cancelled activities. • Evaluate the effectiveness of the COVID-19 Safety Plan and communications plan, adjust and recirculate to stakeholders as required. • Meet with key stakeholders to review delivery of any return to sport arrangements. Gather feedback to note lessons learned and to improve organisational plans and systems. • Review critical incident management arrangements and test organisational readiness to respond to a localised outbreak of COVID-19. • Update business continuity plan based on learnings from the COVID-19 pandemic. 	Includes Stage 2 with all measures applied to competition.
Organisation responsibilities	<p>The organisation will oversee:</p> <ul style="list-style-type: none"> • Provision and conduct of hygiene protocols as per this COVID Plan • Capture of a record of attendance at all training and organisation activities and maintaining an up-to-date log of attendance. • Coordination of Stage 2 play area/training operations. • Operation of the organisation's facilities in support of all Stage 2 training activities in accordance with this COVID Plan. • Compliance issues and the sanction of individuals for non-compliance with any law, direction or protocol. • Determine the basis of enforcing any sanctions and seek advice as required. 	<p>The organisation will oversee:</p> <ul style="list-style-type: none"> • Provision and conduct of hygiene protocols as per this COVID Plan. • Capture of a record of attendance at all competition and organisation activities and maintaining an up-to-date log of attendance. • Coordination of Stage 3 play area/ competition operations. • Operation of the organisation's facilities in support of all Stage 3 competition and training activities in accordance with this COVID Plan. • Compliance issues and the sanction of individuals for non-compliance with any law, direction or protocol. • Determine the basis of enforcing any sanctions and seek advice as required.

	<ul style="list-style-type: none">• Determine circumstances where issues may be elevated to local or State law enforcement agencies.• Provision and conduct of hygiene protocols as per this COVID Plan.• Provide a venue map demonstrating parking requirements, entry and exit points, training/playing zones, sanitisation stations, amenity closures, etc.	<ul style="list-style-type: none">• Determine circumstances where issues may be elevated to local or State law enforcement agencies.• Provision and conduct of hygiene protocols as per this COVID Plan.• Provide a venue map demonstrating parking requirements, entry and exit points, playing zones, sanitisation stations, amenity closures, etc.
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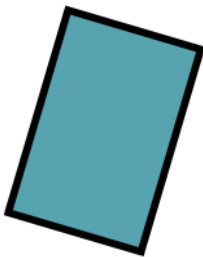
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Appendix 2: Touch Football Playing Spaces / Zones

Kawana Touch – Western Fields Milieu Place, Bokarina



ENTRY AND EXIT POINTS TO COMPLEX. PARTICIPANTS TO USE THE SOCIAL DISTANCE MEASSURES. PARTICIPANTS TO GIVE PERSONAL INFORMATION FOR ATTENDANCE RECORDS. ANY PERSON WITH NOT FEELING WELL IS ASKED TO STAY HOME. ATTENDEES CAN SAVOUR A WAIT TIME BY DOWNLOADING THE ATTENDEE FORM FROM THE WEBSITE AND BRING IT WITH THEM.



FIELDS FOR SCHEDULED GAMES, NO CONGRAGATION ALLOWED BEOFRE AND AFTER EACH GAME. PLAYERS TO PROCEED TO FIELDS NO EARLIER THAN 5 MIN BEFORE SCHEDULED GAME TIME, REFEREES WILL CALL NAMES FOR INFORATION FOR ATTENDANCE RECORDS. PLAYERS NOT TO SHAKE HANDS.



SANITISING STATION FOR EACH GAME, ALL PLAYERS ARE REQUIRED TO SANITISE BEOFRE AND AFTER EACH GAME



DROP OFF AND PICK UP ZONE, STRICTLY NO PARKING



QUARANTINE AREA COMP ADMIN AND COVID OFFICER, DO NOT APPROACH UNLESS FEELING ILL



AMENITIES WILL BE LOCKED, KEY WILL BE AVAILABLE AT QUARINTINE AREA. PLEASE NOTE ANY USER WILL BE REQUIRED TO LEAVE CONTACT INFORMATION FOR COVID CONTACT



REFEREES WILL BE ON THE SAME FIELD FOR THE DURATION OF THE NIGHT, REFEREES WILL BE KEEPING A RECORD ON THE GAME CARDS OF WHO IS PLAYING.

ALL PLAYERS AND REFEREES WILL ATTEND THE FIELDS DRESSED READY TO PLAY. PARTICIPANTS WILL BRING THEIR WATER AND NOT SHARE WITH ANYONE. DO NOT BRING EXCESS ITEMS (BAG ETC). REFEREES WILL PICK UP GAMES CARDS AND SANITISER FOR THEIR DESIGNATED FIELD FROM OUT FRONT OF QUARINTINE AREA AND RETURN AT THE END OF NIGHT. BALLS WILL BE CLEANED BETWEEN GAMES USING THE DISINFECTED AND BUCKETS PROVIDED.

Appendix 3: Kawana Touch Association Risk Management Plan – COVID-19 measures

Hazard	What is the harm that the hazard could cause?	What is the likelihood that the harm would occur?	What is the level of risk?	What controls are currently in place?	Are further controls required?	Actioned by	Date Due	Date Complete	Maintenance and review
				Game times are staggered to minimise the number of members at the complex at any time. All equipment cleaned including balls after each game.					
Fatigue from working longer hours to meet high demand	Injury to volunteers or others from fatigue related accidents or illness resulting from fatigue.	High, demand has increased significantly, and most volunteers will be needed each night of comp.	High, particularly to volunteers doing a stint at the club after commencing their regular work.	Ensure maximum shift lengths and maximum starts per week are observed to prevent fatigue Ensure breaks are provided. Volunteers are rostered to ensure that they regularly given free days	Update website to streamline service and reduce demand on volunteers Utilise more volunteers to meet demand.	name	date	Click here to enter a date.	Click here to enter text.
Member aggression	Physical or psychological injury to volunteers	High, members concerned they may not get to watch their child or or they may have missed the game causing frustration and taking the abuse to the volunteers	High..	There is always a committee member rostered on to assist but they often get caught up with other tasks. Processes are in place to ban abusive and violent members from the store or call police.	Messages posted on the website about no abuse tolerated TFA Disciplinary policy will be in place Clear signage at the complex Training for volunteers on communicating with aggressive members	name	date	date	Click here to enter text.
Carpark	Vehicle accidents injuring volunteers or others	Moderate,	High as injuries could be severe.	Drop off players in one area Build up of traffic both in the carpark and along the road Entering and exiting the complex in the same area into traffic	Volunteers in vests coordinating traffic	names	date	Click here to enter a date.	Click here to enter text.
Persistent use of hand sanitiser	Dermatitis	Moderate, many volunteers will not have used hand sanitiser regularly before	Moderate, effected individuals may have a significant reaction	Volunteers and members are encouraged to wash hands with soap and water for 20 secs where possible as an alternative to hand sanitiser in non-medical situations	Ensure no allergies are amongst members	name	date		
Persistent use of latex gloves	New or aggravated latex sensitivity	Low, most gloves will not be latex-based	Moderate, effected individuals may have a significant reaction	Volunteers are provided with non-latex gloves or remove gloves when not necessary.	Ensure latex free gloves are purchased.	name	date		

SCFBDTA RISK ASSESSMENT – AFFILIATE

Location: AFFILIATE NAME

Date: EACH DAY

Hazard	What is the harm that the hazard could cause?	What is the likelihood that the harm would occur?	What is the level of risk?	What controls are currently in place?	Are further controls required?	Actioned by	Date Due	Date Complete	Maintenance and review
COVID-19 from Members who are infected	Staff, volunteers, or other members catching COVID-19 (could result in serious illness or death).	Low, there have been few cases through the state.	Moderate, while there are only a few cases the consequences may be severe.	Cleaning and disinfecting in accordance with guidance from Safe Work Australia and public health authority. Frequently touched surfaces including equipment, counters, handrails, doors, till, phones, keyboards and EFTPOS facilities are regularly cleaned. Taps and bubblers are wiped clean with surface wipes after each use. Members are requested to only touch items they are using to train or play. Physical distancing – fields has markings to keep volunteers and members at least 1.5m apart from each other. No more than 20 members are allowed on a section of the field in the complex at a time to allow for physical distancing and signs placed around the complex advising of these rules. Payments are only accepted via tap and go only. Alcohol based hand sanitiser is provided at all volunteer stations and on entry to the complex (out of reach of children). Posters on hand washing are prominent in complex and hand washing facilities are available in the bathrooms.	Encouraging online purchases Members who bring their own bags will be asked to put them in the designated area. No spectators	Name	date	Click here to enter a date.	Click here to enter text.
COVID-19 from volunteers who are infected	Other volunteers or members catching COVID-19 (could result in serious illness or death).	Low, there have been few cases in the state.	Moderate, while there are only a few cases the consequences may be severe.	Cleaning and disinfecting is done in accordance with guidance from Australia Government return to play plan and Health authorities Frequently touched surfaces including equipment, counters, handrails, doors, till, phones, keyboards and EFTPOS facilities have all been identified for regular cleaning. Volunteers and members have been briefed on symptoms of COVID-19 and have been told to stay home if they are not feeling well. If a volunteers or members become unwell at the complex, a process is in place to isolate them and arrange for them to be sent home to receive medical attention. Volunteers and Referees mark off players names in attendance. Referees and Volunteers bring their own pen. Soap and water for hand washing and paper towel or air dryer for hand drying is available in bathrooms, behind the canteen counter and at back of office with instructional signs on hand washing. Alcohol based hand sanitiser is also available in all volunteer areas including bathrooms, each team will be allocated a bottle to bring each week and signs are displayed on appropriate use. Where meetings are required, they are held over the phone and information sent by email where possible.	Soap, paper towel and hand sanitiser ordered Update allocations so referees are rostered with the same referees each game to minimise exposure.	name	date	Click here to enter a date.	Click here to enter text.

Hazard	What is the harm that the hazard could cause?	What is the likelihood that the harm would occur?	What is the level of risk?	What controls are currently in place?	Are further controls required?	Actioned by	Date Due	Date Complete	Maintenance and review
Build up of crowds in the checklist areas at the entrance	Spread of illness	Moderate, distancing measures will be in place	Moderate, members may be infected through close contact if crowds are not controlled	Members to distance from the next person, due to the games being at one time and participants only allowed to arrive 5 minutes before more volunteers will be required to sign members in	Messages posted on the website about distancing and required entrance areas TFA Disciplinary policy will be in place Clear signage at the complex	name	date	Click here to enter a date.	Click here to enter text.
Junior players not supervised	Being dropped off with no adult present	Moderate, Volunteers and coaches to be responsible	Moderate, members may be lost or injured and adult will need to be contacted	Junior players to be allocated to a volunteer or coach for supervision whilst at the complex	Teams and names with game fields to be posted on the website about distancing and required entrance areas Adults to inform players where they will be waiting at the completion of the game Clear signage at the complex	name	date	Click here to enter a date.	Click here to enter text.

KAWANA TOUCH