

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

Your COVID-19 Safety Plan

Gyms and indoor recreation

Business details

Business name	South West Sydney Academy of Sport - Indoor Training Activities
Business location (town, suburb or postcode)	Campbelltown, Camden, Liverpool, Wollondilly
Select your business type	
Community centres and halls	
Completed by	Stephen Craig
Email address	admin@swsas.org.au
Effective date	18 October 2021
Date completed	28 October 2021

Wellbeing of staff and customers

Exclude staff, volunteers and visitors who are unwell from the premises.

Agree

Yes

Tell us how you will do this

Athletes and Coaching Staff advised if feeling unwell to not attend training, monitor for symptoms of COVID and if they have symptoms to get tested and self quarantine in line with NSW Government / Office of Sport requirements.

le Self Exclude from Training.

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

Information provided to coaching staff updating on requirements for attending INDOOR training activities in line with NSW Health Public Health Orders.

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

Poster information displayed on TeamApp application, and provided to coaching staff to display at training session reminding athletes and staff of Vaccination requirements, and QR Code checking in.

Information contained on Website under COVID-19 information page, and regular COVID updates to all athletes and parents through Social Media and news EDM channels.

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, visitors and contractors). For example, ensure posters outlining vaccination requirements are clearly visible, check vaccination status upon entry where practical and only accept valid forms of evidence of vaccination, train staff on ways to check proof of COVID-19 vaccination status, remind customers of vaccination requirements in marketing materials. Guidance for businesses is available at:

<https://www.nsw.gov.au/covid-19/businesses-and-employment/covid-safe-business/vaccination-compliance-for-businesses>

Note: This requirement applies at public swimming pools and indoor recreation

facilities including gyms.

Note: Staff 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

Prior to 1 December 2021, Require all athletes and coaching staff 16 years and older to be fully vaccinated in line with NSW PHO.

Prior to 1 December 2021, all non-vaccinated athletes or coaches advised to self-exclude.

Vaccination status to be recorded on athlete nomination and agreement / medical forms, as well as checked / verified by coaching staff / authorised person.

Records kept of vaccination status for athletes to improve speed of checking on additional sessions.

Physical distancing

Capacity must not exceed one person per 4 square metres of space in indoor areas of the premises and one person per 2 square metres of space in outdoor areas of the premises.

Note: Group classes at a gym and group dance classes at an indoor recreation facility must be limited to no more than 20 persons.

Note: Indoor swimming pools can only open for swimming lessons, squad training, lap swimming, and rehab activities.

Agree

Yes

Tell us how you will do this

Limit INDOOR training to groups of 50 - including athletes and coaching staff. - IN CONSULTATION with Indoor venue provider.

ie Some basketball stadiums have limits of between 20-35 persons per court depending on venue sizing.

NO SPECTATORS were possible. Encourage Parents to drop of and pick up and not loiter.

Recognise space requirements, ensure suitable indoor venue for size of squad participating, and recommend area mapped out by use of cones or other methods, if space not already marked out.

Ensure 1.5m physical distancing where possible, including:

- **at points of mixing or queuing**
- **between seated groups**
- **between staff.**

Agree

Yes

Tell us how you will do this

Consistent reminder and notices to coaching staff to maintain social distancing in accordance with NSW PHO

Avoid congestion of people in any specific areas within the venue where possible, such as change rooms and other communal facilities.

Agree

Yes

Tell us how you will do this

Mark out space required for group to utilise, and monitor number of additional (public)

persons walking through.

Indoor - Private or CLOSED sessions wherever possible.

Have strategies in place to manage gatherings that may occur immediately outside the premises.

Agree

Yes

Tell us how you will do this

Require participants to maintain distance from sporting events, and not loiter in common areas, including foyer, stairs or car parks wherever possible.

Singing by audiences is not allowed in indoor areas.

Agree

Yes

Tell us how you will do this

Junior sporting event - No alcohol provided.
No need for singing.

Ventilation

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

Discuss these requirements and adherence with Venue Operator

Use outdoor settings wherever possible.

Agree

Yes

Tell us how you will do this

This Plan is relevant to use of Indoor stadium where the sport requires wooden sprung floors. A separate Outdoor Activity Plan is also provided.

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

Agree

Yes

Tell us how you will do this

Encourage windows to be opened as opposed to air conditioning use

Where practical and in view of external factors - ie reducing risk of water, rain or dust particles being blown onto court spaces.

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

Encourage windows to be opened as opposed to air conditioning use.

Discuss with Venue Operator

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

Maintenance schedule of air conditioning and limit use to fresh air intake as opposed to recycled air.

Discuss with Venue Operator

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

in consultation with venue

Hygiene and cleaning

Face masks must be worn by staff and customers in indoor areas, unless exempt.

Note: People engaging in physical exercise are exempt.

Agree

Yes

Tell us how you will do this

INDOORS Require athletes and coaches to wear masks unless coaching, or involved in physically demanding activity.

OUTDOORS Encourage use of masks in between activities, walking to or from vehicles,

through crowds or past other activities, even if not required by PHO

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

Agree

Yes

Tell us how you will do this

Maintain hand sanitisers and encourage use by athletes pre and post training, including wiping down of equipment as required using anti-bacterial wipes.

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

Agree

Yes

Tell us how you will do this

PUBLIC / HIRED VENUE - however encourage Coaching staff to do a "safety check" of public areas to ensure meet both COVID safe and Child Protection safe environments.

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. Reduce sharing of equipment where practical and ensure these are cleaned with detergent and disinfectant between use. Encourage visitors to wipe down equipment after they have finished using it

Agree

Yes

Tell us how you will do this

Regular cleaning of Equipment

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, visitors and contractors.

Note: Community centres and halls are not required to collect electronic entry records but are strongly encouraged to do so.

Agree

Yes

Tell us how you will do this

Use of QR Code sign in for Athletes and Coaching staff required for specific Hired Venue Check-in requirements, as with checking off of attending athletes on Academy forms.

If venue does not have QR Code check-in, Encourage use of SWSAS Outdoor Activity QR Check-in.

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 premises.

Agree

Yes

Tell us how you will do this

Prior to 1 December 2021.

Checking of Vaccination Status prior to training

Exclusion of athletes and coaches not vaccinated in line with PHO.

Wherever possible, do not schedule mandatory or face to face training events for squads involving 16 years and over athletes until after 1 December 2021.

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, volunteers, visitors 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

Provide alternate method of record keeping or exclude from training session.

Academy maintains a full list of Athlete and coach details, along with appropriate attendance records.

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 gyms, entertainment facilities, hospitality venues, nightclubs and retail premises.

Agree

Yes

Tell us how you will do this

Check venue COVID Safety Plan when booking of events or training sessions to ensure compliance of both organisations.

This includes Indoor training venues as well as Outdoor ground hires.

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

Yes