



COVID-19 RESTRICTIONS UPDATE & SNSW ACTIVITY GUIDELINES

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KEEPING UPDATED

<https://nsw.swimming.org.au/clubs/governance/covid-19-snsw-advice>

- SNSW COVID-19 Club & Area Activity Guidelines
- SNSW COVID-19 Club & Area Technical Official Guidelines
- Subscribe to HOTB Newsletter

PUBLIC HEALTH ORDER

- All Area and Club activities are permissible when they comply with the NSW Health Public Health (COVID-19 Restrictions on Gathering and Movement) Order (No 5) 2020 and do not require additional approval. This PHO is effective from 28th September 2020.
- Activities include, but not limited to, training, combined training sessions, club nights, presentation days/nights, time trials, development, qualifying and championship meets in a COVID-Safe environment.
- Key developments
- Interregional community sporting competitions may recommence without restricting these activities to regions or zones, where there is a COVID-19 Safety Plan for the school or community sport activity in place
- School and community sports organisations and participants should continue to avoid shared travel arrangements such as car pooling, and to minimise gatherings before and after the event.

PUBLIC HEALTH ORDER – COMMUNITY SPORT

- Community sporting activity includes a training session for a community sporting activity
- Participant Includes;
 - (a) a person engaged in the sporting activity, and
 - (b) an official involved in the conduct or organisation of the sporting activity, and
 - (c) a spectator of the sporting activity.
- The Minister directs that the organiser of a community sporting activity that involves a gathering of more than 20 participants must —
 - (a) develop and comply with a COVID-19 Safety Plan that addresses the matters required by the approved COVID-19 safety checklist, and
 - (b) keep a copy of the COVID-19 Safety Plan and make it available for inspection by an authorised officer or a police officer as requested.
- The Minister directs that the organiser of a community sporting activity must ensure that a gathering for the activity involves no more than 500 participants.

RESPONSIBILITIES

- **Host Club & Area**
- **Venue Owners/Operators**
- **Attendees**

COVID-19 SAFETY PLANS

- The NSW Government has provided COVID-19 Safety Plans for the various industry sectors. For Swimming, the Community sporting competitions and full training activities Industry COVID Safe Plan outlines the measures necessary to ensure our Clubs & Areas create and maintain a safe environment for their players, participants, volunteers and spectators at community sporting and training activities.
- Swimming NSW affiliated Clubs & Areas **must develop and comply** with the plan in order for any activities to be conducted, and must ensure their plans remain up-to-date and compliant with current Public Health Orders.

COVID-19 SAFETY PLANS

- The current Community sporting competitions and full training activities Industry COVID Safe Plan is available here;
<https://www.nsw.gov.au/form/covid-safety-plan/community-sporting-competitions-and-full-training-activities>
- **It is important that event organisers work collaboratively with the venue owner/operator to meet the necessary requirements of their COVID-19 Safety Plan.**
- <https://www.health.gov.au/resources/apps-and-tools/covid-19-infection-control-training>

PLANNING YOUR EVENT

- Before running any event, Clubs & Areas must consider how to meet capacity, physical distancing and hygiene obligations
- This is done by completing the community sporting competitions and full training activities COVID-19 Safety Plan and then running the event in accordance with the completed plan.

PHYSICAL DISTANCING

- Anyone intending on opening facilities or delivering events must look to minimise the risk of spreading infection by implementing measures that protect all attendees
- Under current restrictions, physical distancing does not apply on the 'field of play' where the activity is being carried out (i.e. in the pool) but should be observed to the extent possible in all other areas of the 'field of play'.
- You need to work with your venue to ensure that you can adequately manage and enforce this.

CALCULATING CAPACITY

1. Determine the entire site size in metres squared.
2. Determine the size of non-useable spaces in metres squared (such as space taken up by plant equipment, storage containers and other impenetrable structures).
3. Minus the non-usable area size from the entire site size.
4. Divide the useable area of the site by 4.

GROUP MANAGEMENT & EVENT SITE MAP

Clubs & Areas should have an Event Site Map that clearly shows defined areas/spaces and the flow in and around the venue. Contact the venue first. They may have one or be able to assist with developing one for your event.

GROUP MANAGEMENT & EVENT SITE MAP

Things to think about;

- Event boundaries, if applicable.
- Event Capacity
- Discrete areas of the site and the maximum number of people permitted in each discrete area
- The location of hand washing stations, alcohol-based hand rub stations and cleaning stations.
- Expected queueing locations (e.g. at entrances, bathrooms, food outlets).
- Location of staff/volunteers monitoring behaviour to ensure physical distancing is maintained.
- Arrows showing access and flow management.
- First aid posts and discrete isolation areas.

COLLECTION OF DETAILS & CONTACT TRACING

- All event attendees, including participants, coaches/instructors, officials, sports medicine personnel, visitors, spectators, volunteers and event staff must provide their details to organisations delivering events or providing a service for the purpose of contact tracing. Details captured must include their full name and an email address or mobile phone number.
- The organisation is free to implement a system of their choosing. However, they must not use this information for any other purpose and must retain the information confidentiality and securely for a period of at least 28 days. The information collected must be provided to NSW Health if requested.

CONTACT TRACING – SERVICE NSW APP

To help organisations with record keeping, the NSW Government is offering a new COVID Safe Check-in feature in the Service NSW App (<https://www.nsw.gov.au/covid-19/being-covid-safe>)

Sport and recreation organisations registered as a COVID Safe business will receive an email with their unique QR code.

The Service NSW COVID Safe Check In program provides a free and secure option for organisations which may be considering the transition to an online platform and could be used to supplement existing registration data.

Many clubs and areas have already implemented record keeping and spectator check in systems, however this may be beneficial for organisations who are yet to commence activities or are interested in using a different system.

As customers are verified by the app, customer details are stored for NSW Health to access for contact tracing purposes, if required.

CONTACT TRACING

- Please discuss Contact Tracing with your venue.
- Also ensure you have a manual process as a backup.

CLOSED EVENTS

- To comply with and manage COVID-19 requirements, SNSW strongly recommends all meets are run as closed events (i.e. all attendees are known prior to the event taking place).
- You can sell tickets or ask spectators to register before the event.
- This will help you manage both numbers inside the venue and also ensure that you don't have large numbers of people gathering outside the venue.

OFFICIALS & VOLUNTEERS

- To comply with and manage COVID-19 requirements, the total number of attendees must be considered and managed, including officials and volunteers. To help with manageable numbers we suggest appointing a minimum number of officials to run your meet.
- Swimming NSW also suggests Assisted Self Marshalling is used where possible.
- Where possible, try to stick to one Timekeeper/Lane and appoint these individuals prior to the meet.

HOW TO STAGE A COVID-SAFE EVENT



HAVE A COVID-19 SAFETY PLAN AND FOLLOW IT!

The current Public Health Order requires clubs to have a **COVID-19 Safety Plan** for community sporting competitions and full training activities. Events must be run in accordance with this plan, which should be up-to-date and readily available if requested by relevant authorities. Failure to do so could result in **on-the-spot fines**.



KNOW THAT YOU HAVE OVERALL RESPONSIBILITY

Whilst it is recommended and expected that event organisers/hosts and venues/facilities work collaboratively to ensure the safe running of events, it is ultimately the **Host Clubs/Areas** organising the event that have primary responsibility for staging a COVID-Safe event that is compliant with the current Public Health Orders.



UNDERSTAND CAPACITY LIMITS

The number of people in a facility cannot exceed **one person per 4 square metres of space** (excluding staff) to a maximum of 500 people. This applies to both indoor and outdoor facilities. **Physical distancing** (1.5 m) must always be observed, or the use of face masks where this is not possible (not required in the 'field of play'), and **good hygiene**.



CONSIDER THESE RECOMMENDED ADDITIONAL MEASURES

- Consider running a **closed event**, with pre-allocated ticketing and seating, and implement **Assisted Self Marshalling** at all Club and Area meets.
- Where possible, **limit co-mingling of participants and overall attendance numbers** (e.g. one parent/guardian per family group).
- Have an **Event Site Map** and regularly **communicate your event's COVID-safe measures** to attendees via pre-event communications (e.g. *Meet Information for Attendees* and *COVID-19 Terms and Conditions of Entry and Attendance at Events*), signage, visual cues, and regular announcements at your event.

KEEPING UPDATED & QUESTIONS

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