

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



Your COVID-19 Safety Plan

Outdoor events

Business details

Business name	Western Suburbs Cricket Club - Maitland
Business location (town, suburb or postcode)	coronation oval TELARAH NSW 2320
Select your business type	
COVID-19 Safe outdoor gatherings	
Completed by	Joshua Wilton
Email address	secretary@plovers.com.au
Effective date	11 September 2021
Date completed	16 September 2021

Wellbeing of staff and customers

Exclude staff, performers and attendees who are unwell from the event.

Agree

Yes

Tell us how you will do this

Players and supporters will be required to not attend match days or training if unwell. Replacements will be rostered in the event replacements are needed.

Provide staff with information and training on COVID-19, including on when to get tested, physical distancing, wearing masks, and cleaning.

Agree

Yes

Tell us how you will do this

Signage at grounds and communication via our social media channels will be used.

Display conditions of entry including requirements to stay away if unwell and record keeping.

Agree

Yes

Tell us how you will do this

This will also be posted at the ground and our social media channels.

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

Paper copies of sign in pages will be available

Encourage staff to access COVID-19 vaccination.

Agree

Yes

Tell us how you will do this

We will advise of the COVID-19 Vaccination available.

Physical distancing

Capacity for a controlled outdoor 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 500 persons.

Capacity at a COVID-19 safe outdoor gathering must not exceed the lesser of 1 person per 2 square metres of space of the premises in which the activity is conducted, or 50 persons.

Agree

Yes

Tell us how you will do this

Our club matches rarely have a crowd, but in the event we have a bigger turn out we will encourage social distancing and mark the seats so people need to sit apart.

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

There will be one way in and another way out of facilities marked. Seats will have "x" marked so distancing is adhered to.

Avoid congestion of people in specific areas where possible.

Agree

Yes

Tell us how you will do this

Clear walk ways and spaces will be provided.

Have strategies in place to manage gatherings that may occur immediately outside the premises and in any designated smoking areas.

Agree

Yes

Tell us how you will do this

Signing discouraging gathering as well as a Cover Marshalls to disperses gatherings

Singing and dancing by audiences is not allowed in indoor areas.

Patrons can only consume alcohol when seated in indoor areas.

Agree

Yes

Tell us how you will do this

N/A this is for outdoors only.

Where practical:

- **encourage private transport options to minimise crowding on public transport**
- **coordinate with public transport to minimise COVID-19 risks associated with transportation to and from the venue if crowding may occur.**

Agree

Yes

Tell us how you will do this

We will discourage carpooling.

Ventilation

Review the 'COVID-19 guidance on ventilation' available on nsw.gov.au and consider which measures are relevant to your event before completing this COVID-19 Safety Plan.

Agree

Yes

Tell us how you will do this

Check the Website

Use outdoor settings wherever possible.

Agree

Yes

Tell us how you will do this

Outdoor Sport

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

Agree

Yes

Tell us how you will do this

Doors to the sheds will remain open during play.

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

Outdoor Sport

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

Will do a clean of this

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

Will contact Council

Hygiene and cleaning

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

Agree

Yes

Tell us how you will do this

We will have facemarks available for those that forget to bring one.

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

Agree

Yes

Tell us how you will do this

Sanitiser will be available at all entry points.

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

Agree

Yes

Tell us how you will do this

It will be the job of the team captain to ensure the bathrooms are stocked.

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

Cleaning practices will be a part of each game day process.

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, attendees and contractors.

Agree

Yes

Tell us how you will do this

This will be monitored by the club secretary.

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

A cover marshal will be appointed to each team on game day to monitor the check in process.

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

The sign in sheet will be given to the club secretary at the end of each game day and the details added to a spreadsheet.

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

Yes