

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



Your COVID-19 Safety Plan

Outdoor events

Business details

Business name	Manly Warringah Junior Cricket Association (MWJCA Rep Cricket)
Business location (town, suburb or postcode)	Frenchs Forest Frenchs Forest 2086 New South Wales Australia
Select your business type	
COVID-19 Safe outdoor gatherings	
Completed by	Scott Osborne
Email address	vp_girls@mwjca.com.au
Effective date	11 October 2021
Date completed	10 October 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

MWJCA will remind all participants to not attend cricket training, matches or other activities if they feel unwell or are experiencing any symptoms of COVID-19. Additionally, officials from MWJCA (coaches/managers/team captain) will be directed to screen members before cricket related activities and exclude members who are exhibiting any symptoms of COVID-19 as listed on this webpage:

<https://www.nsw.gov.au/covid-19/symptoms-and-testing>.

Should a participant be found to be demonstrating a COVID-19 symptom(s) they will be asked to immediately leave the venue, self-isolate and seek medical advice. Prior to returning to any cricket activity, MWJCA will require the participant to provide a recent negative COVID test result or medical certificate stating that they are fit to resume activity.

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

MWJCA will communicate the latest information regarding COVID-19 to participants, including volunteers and match officials, on a regular basis by sharing updates from the Cricket NSW website. <http://www.cricketnsw.com.au/>

Volunteers and match officials will be asked to complete Infection Control Module training <https://covid-19training.gov.au/login> and to read the information relating to “Workers” on the Safe Work Australia website

https://www.safeworkaustralia.gov.au/covid-19-information-workplaces/industry-information/gyms-and-fitness-centres/cleaning?tab=tab-toc-employer#heading--1--tab-toc-how_to_clean_and_disinfect prior to commencing any cricket activities.

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

MWJCA will direct all participants to check-in via QR codes at the venue or facility using the Service NSW Check-in App. Additional record-keeping of players and officials will be recorded in our competition management system.

Resources, posters and information about COVID-19 and the requirement to stay away if unwell will be displayed at appropriate locations around venues and facilities, including:

- entry and exit points of the venue (nets) and indoor areas of the facility where clear entry and exit points exist
- known congregation points at venues where clear entry and exit points do not exist

Where MWJCA identifies any language, cultural and disability barriers to communicating COVID-19 information to participants, we will make use of the resources available at <https://www.nsw.gov.au/covid-19/resources-other-languages>.

Take reasonable steps to ensure all people aged 16 and over on the premises are fully vaccinated or have a medical exemption (including staff, attendees and contractors). For example, ensure posters outlining vaccination requirements are clearly visible, 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: Staff outside of Greater Sydney who have received one dose of a COVID-19 vaccine are permitted to work until 1 November 2021 when they need to be fully vaccinated.

Agree

Yes

Tell us how you will do this

MWJCA will send communication to volunteers and match officials encouraging those that are able to get vaccinated, to do so. noting it is a requirement for those over 16 to be vaccinated at this point in time (October 2021) to participate in trainings and matches.

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

MWJCA will schedule all cricket-related activities to ensure any Public Health Orders relating to capacity and/or group-size limits are adhered to.

Where possible, MWJCA will schedule time between games/training sessions to enable all attendees to arrive and exit the venue safely, with minimal contact with others. Where possible, we have identified separate entry and exit points to the venue via signage and communicated this to participants and parents/carers.

We will continue to communicate with players to encourage come dressed ready to play and adopt the and 'Get in. Play. Get out. ethos'

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

MWJCA where possible will display signage at the venue reminding participants of the need to physical distance wherever possible and of any capacity limits applicable to indoor areas.

Where points of mixing or queueing are identified, we will identify where participants

are asked to stand.

Seated areas will be clearly marked. Spectators are encouraged to bring their own seating to venues.

Avoid congestion of people in specific areas where possible.

Agree

Yes

Tell us how you will do this

MWJCA will communicate to participants the need to avoid creating situations where there may be a congestion of people in a specific area and request that:

- There must be no more than five (5) persons per training net at any one time (this can be any combination of bowlers, batters and coaches)
- All personal and/or team equipment bags must be placed a minimum 1.5m apart from each other
- Match Scorers sit a minimum 1.5m apart from each other and no person is to pass within 1.5m of an official scorer for any reason, including for the purposes of viewing the scorebook or electronic tablet

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

MWJCA will actively encourage the “Get In. Play. Get Out” ethos
As junior sport smoking is n/a.

We will advise participants not to congregate or loiter in any carpark areas.

Where possible, MWJCA will schedule sufficient time between games/training sessions to enable all attendees to arrive and exit the venue safely, with minimal contact with others, while adhering to Public Health Orders.

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

No alcohol consuming in conjunction with our activities.

Not applicable as all activities will take place outdoors.

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

MWJCA will encourage participants to follow public health orders regarding carpooling.

MWJCA will request that participants avoid using public transport where possible.

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

Not applicable as all cricket activities operate outdoors.

Use outdoor settings wherever possible.

Agree

Yes

Tell us how you will do this

All cricket activities will operate in an outdoor setting.

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

Agree

Yes

Tell us how you will do this

All cricket activities operate outdoors.

MWJCA will increase ventilation within indoor areas by opening of windows and doors where possible and limit use, eg change rooms.

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

All cricket activities operate outdoors.

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

All cricket activities operate outdoors.

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

not applicable

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

MWJCA will communicate to all participants a requirement to wear a face mask when using any indoor facilities whilst ever there is a Public Health Order requiring you to do so.

If signage not displayed MWJCA will advise the facilities manager/operator.

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

venue.

Agree

Yes

Tell us how you will do this

MWJCA will provide and promote the use of hand sanitiser and good hygiene practice to all participants. We will also encourage participants to carry personal hand sanitiser and to wash or sanitise their hands before, during and after all cricket-related activities.

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

Agree

Yes

Tell us how you will do this

MWJCA will arrange, or request of the asset owner (Northern Beaches Council), that amenities are well stocked with hand soap and paper towels (unless hand dryers have been installed) at all times.

We will rectify any shortfalls in supply or report any issues with stock levels in amenities to the venue owner/operator.

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

Where equipment is shared, MWJCA will instruct volunteers and participants to clean and disinfect any shared equipment in between each user using disinfectant wipes or disinfectant spray..

All cricket activities operate outdoors with no frequently touched areas or surfaces.

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

MWJCA will communicate to participants the need to use the Service NSW QR code system to check-in prior, and check-out after, any cricket-related activity. We will ensure that a QR code for any venue we use for cricket-related activities will have a QR code displayed in a suitable place to support this requirement.

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

MWJCA will communicate to participants aware of the requirement to use the NSW Government QR system to check in at each venue or facility.

We will ensure that QR codes and signage reminding participants of the need to check-in will be displayed in clearly visible and accessible locations.

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

Where a participant is unable to use the NSW Government QR Code Check-in System, MWJCA will direct volunteers and match officers to record their attendance and contact details on an alternative attendance register (e.g. a sign in sheet of paper, scorebook or Notes section in a phone or tablet) or in the match-day scorebook, and then shared with a nominated Committee Member via email. This will ensure it can be made available to an authorised officer available within 4 hours and filed for a minimum of 28 days.

If we identify identifies any language barriers to using the QR code check-in process, we will make use of the resources available at <https://www.nsw.gov.au/covid-19/resources-other-languages>.

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

n/a

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

Yes