



Downey Park

COVID-19

Safety

Management

Plan

Under Stage 2 Restrictions.

15 June 2020 Version Draft V1.1

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1. Purpose

- To reduce exposure to the spread of the Coronavirus (COVID-19).
- To establish agreed protocols for the management of illness in athletes and personnel attending the Hockey Fields at Downey and Rasey Park (DP & RP).
- To enable training to resume under Stage 2 of the Roadmap to easing Queensland's restrictions.

2. Document History & Control

- This Safety Management Plan applies from Saturday June 13 2020 when training shall commence and is subject to directives issued by the Queensland Chief Health Officer.
- It will be updated to remain in effect after 10 July 2020 when Stage 3 of the Roadmap to easing Queensland's restrictions is enacted, or is otherwise altered, varied or discontinued when COVID-19 control measures are either rescinded or re-activated.
- This Safety Management Plan is only valid on the last date of distribution; it currently resides locally with Brisbane Women's Hockey Association's (BWHA) General Manager who should be contacted if you are in doubt of the authenticity or currency.

DISTRIBUTION REGISTER				
Version Number	Date of Issue	Document Status	Recipient	Organisation
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REGISTER OF AMENDMENTS					
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3. Scope

This plan applies to BWHA Inc. employees, subcontractors, volunteers, affiliated clubs, members, players and officials. It also applies to sports trainers, spectators and other users of DP and RP.

4. Responsibilities

- The DP or RP Venue Managers shall ensure physical measures are in place before use.
- Designated Club COVID Safe Coordinators shall ensure physical measures are in place during training sessions and games.
- Club Venue Managers shall ensure requirements are met for their training session.
- All users are also responsible to ensure compliance with this plan.

5. Definitions:

5.1 BWHA Venue Managers:

- Will develop a COVID Safe Plan and ensure all users are advised and instructed in the requirements of this plan.

5.2 Club COVID Safe Officers:

Clubs must have a COVID Safe Officers at all trainings. They are responsible for:

- Ensuring members are aware of COVID Requirements.
- Encourage members and attendees to download the COVID Safe App.
- Ask all attendees if they feel unwell and if yes, send them home.
- Attendees maintain physical distancing and obey all Queensland Health Guideline.
- Clean all club equipment after each training session.
- As part of your role, you may wish to view the following course:
 - [Infectious Control](#) – This is a very quick and easy online course to review all the important facts to stop the spread of the virus. It takes between 10 and 20 minutes.
 - [TAFE COVID SAFE](#) – Although this course refers to dining in. The first section covers off on general information such as hygiene and cleaning.

5.3 Club Venue Manager:

Clubs must appoint a venue manager when training at a BWA Facility. A COVID Safe Officer and Venue Manager can be the same person. They will be required to:

- Bring a torch to locate, then switch on and off the training lights.
- Sanitise all BWA equipment touched by club members during the training.
- Leave the venue secure and clean.
- Organise a list of **all in attendance at the venue**, including name, contact details, time and date of training. This list is to be available on request each night. A continuing record must be maintained and produced on request by BWA or Queensland Health (QH). The club may use any method to retain this information including paper, Rosterfy, Majestri or other electronic means.

5.4 Environmental Cleaning:

- Training sessions:
 - All attendees to use hand sanitiser or wash hands with soap on arrival at the training session and when leaving.
 - the hirers COVID Safe Officer to organise cleaning with disinfectant at the conclusion of training all items used or touched by attendees including but not limited to locks, gates, doors, toilet seats and flush buttons, equipment (balls, domes etc). The cleaning equipment is to be supplied by the hirer.
 - Buckets of water available for washing of hockey balls if required.
 - Hand sanitising stations available.

6. Resources

Sport Support

[Hockey Queensland Return to Play Guidelines for Stage 2.](#)

[Framework for rebooting sport in a COVID-19 environment – EXECUTIVE SUMMARY](#)

[Framework for rebooting sport in a COVID-19 environment – ENTIRE DOCUMENT](#)

[National Principles for the resumption of Sport and Recreation activities](#)

[FIH - Start to plan for when your hockey fields reopen](#)

[Sport Australia Return to Sport](#)

[Hockey Australia COVID-19 Support Hub](#)

Queensland Government

[Unite against COVID-19](#)

[Roadmap to easing Queensland's restrictions](#)

[Return to Play Plan](#)

[Return to Play Guidelines](#)

[Qld Health Promotional Resources, e.g. Posters](#)

[Qld Health Advice](#)

Federal Government

[Environmental cleaning and disinfection principles for COVID-19](#)

[Australian Government Department of Health](#)

[How To Clean and Disinfect a Workplace](#)

[Safe Work Australia COVIDSafe Checklists](#)

7. Queensland Government's Key Principles

General Directives

7.1.1 Physical Distancing

A minimum space of 1.5 metres between you and other people that are not from your household shall be observed. 4 square metres per person must be maintained when indoors or in a group.

7.1.2 Hygiene Principles

Hand washing with soap and water for 20 seconds or use hand sanitiser before and after any contact with surfaces. Cover coughs and sneezes, avoid touching your face and stay home if you are sick.

Frequent environmental cleaning and disinfecting, particularly surfaces that are touched by more than one person.

Sport Directives under Stage 2

- Participants gather outdoors in groups of no more than 20, including the coach and any other support staff.
- Parents or other people are required to keep at least 10m away from the training group metres or in an area designated by the COVIDsafe Officer, or they will be included in the group of 20.
- No indoor activity – indoor physical recreation facilities must remain closed
- Maintain physical distancing of 1.5 metres wherever reasonably possible
- All activity and training must be non-contact, and no competitions are to take place. Contact sports must be modified so that you can maintain 1.5m distance
- No use of communal facilities, except for toilets, which will be cleaned as per 5.4.
- Club Venue Managers must keep a record of attendees including first name, phone number, date and time of attendance.
- No use of shared equipment that touches the head or face or cannot be effectively cleaned i.e. soft materials or clothing

- Hand hygiene, frequent environmental cleaning and disinfection, use of own equipment where possible and minimise sharing of equipment.

This plan aligns with the COVID Safe Industry Plan for Team Field Sports.

8. Hazard and Risk Management (H.A.R.M)

- Hazard and Risk Management at DP & RP shall be monitored by the Board of Management and the General Manager to ensure control measures are being implemented.
- Users shall ensure compliance with this plan and any other Association and Club specific COVID Safe Plans.
- All participants shall bring and only wear or use their own attire and equipment.
- No equipment shall be left at DP & RP. No lost property will be kept at the centre, anything left behind will be disposed of.
- Clubs accept these conditions, on acceptance of their venue booking. Clubs must ensure their members and attendees are aware of these conditions. Any entrants who do not agree to the terms and conditions of entry, must not attend a BWA venue.

9. Movement, Access and Health Management

General Principles

The approach to training is ‘**get in, train, get out**’ with a spectator free environment and the minimum support staff available to support training sessions and participants.

To reduce cleaning and monitoring activities to the essential minimum and to avoid unnecessary monitoring with limited resources, until this plan is revised or withdrawn DP and RP will remain spectator free.

It is strongly recommended that Parents and Guardians drop and go or wait in their car. If this is not possible the following rules should be followed.

- For Junior Training at most 1 x parent or caregiver attend. (no non participating siblings)
- No other spectators shall be present
- Any non-participating personnel should be a at least 10 metres away from the training group or in the open park space outside the F10 training area, and maintain a minimum of 1.5m between each person and practice good hygiene.
- No loitering is to take place and social gathering is not permitted while this plan is in place.

Entry and Exit

- Team coaches are to be given a zone for training and players advised of this location.
- Participants shall only enter DP or RP, 2 minutes before their start time.
- Players should move directly to their coach /zone from the carpark.
- All players must stay 1.5m apart.
- Once training is completed, players should move directly to their car.
- Changerooms cannot be used.
- Toilets may only be used if essential.

Fit to Enter

- All staff and users of DP and RP shall not attend if in the last fourteen days they have been unwell or had contact with a known or suspected case of COVID-19.
- Players who have recovered from COVID-19 infection should consider a gradual return to training.
- Persons suspected of being unwell, having any respiratory symptoms (even mild) or having signs of a fever shall be denied entry and requested to return home, seek medical attention and notify health authorities.

COVID-19 Tracking

- Each Club COVID Safe Officer (Hirer) must produce a list of all in attendance (including parents/guardians) at the venue, including name, contact details, time and date of training.
- This list is to be readily available on request at BP. A continuing record must be maintained and produced on request to BWA or Queensland Health.
- This information will be provided to Queensland Health if required and only be used should COVID-19 tracking be required.
- Any information held by BWA will be destroyed 60 days after the end of the season.

Reporting

- Once COVID 19 is confirmed, Queensland Health will control the situation and we will follow all directions given by them.
- Training attendance records from the club shall be provided to Queensland Health once a case connected to the venue has been advised.

Availability of Hand Washing Facilities and Hand Sanitiser

- The Club Hirer will provide Sanitising stations at every training zone, and ensure attendees use it before and after training.
- Until the completion of the F10 Amenities Block, there will be no access to toilets and hand washing at the F10 training field, the closest toilets will be the public toilets off Green Terrace, and the F13 toilet block. If the F13 toilets are used the Club will be responsible for cleaning after use.
- When the F10 Amenities Block is completed and at all other BWA toilet facilities, BWA will provide hand sanitising at the entrance to the toilet areas so people can use them BEFORE touching the door to a toilet cubicle, and handwashing will also be available.

Zones

- DP and RP parks training areas will be divided into zones for use of the fields and for limited parents or guardians to attend.
- All DP or RP attendees shall proceed directly to their designated zone and must not enter into or interact with any one from another zone. Each zone is to have a separate entry and exit point.
- Please refer to the map (attached)

Training Times

Clubs may book a night and time block, by contacting the BWA Office admin@bwa.com.au .

- If required to accommodate multiple teams, the time block must be broken up to allow no more than 2 zones of 20 people, for each field booked.

- Each group must have 10 minutes to clean and clear their area as per these guidelines, before the next group uses the space.
- Groups are responsible for managing their own time and must not loiter or linger on the field when their time has concluded.
- Remember to **Get in, train and get out!**

Training Protocols

- Until July 10 2020 non-contact skills training drills are allowed in small groups (not more than 20 people including coach or the minimum number of support staff reasonably required to manage the activity) and social distancing rules must be observed.
- Groups are responsible for managing their social distancing during their session. Coaches are responsible for conducting sessions that meet the social distancing requirements.
- Players (except Goal Keepers) must come dressed & ready to train, this includes shoes, socks, shin guards are on and mouth guard in pocket; they should only bring in a water bottle and stick, no bags are required.
- Coaches: should only bring in those training aids required for that session, balls, markers, small personal white board and personal water bottle. These should all be cleaned by the coach or Club COVID Safe Officer after each training session.

Team Change Rooms

- The change rooms are closed and unavailable for use.

Public Toilets

- Until the completion of the F10 Amenities Block, there will be no access to toilets and hand washing at the F10 training field, the closest toilets will be the public toilets off Green Terrace, and the F13 toilet block. If the F13 toilets are used the Club will be responsible for cleaning after use.
- When the F10 Amenities Block is completed the main door to the public toilets is to be propped open to limit the need to touch the door handle. Please ensure this door remains open.
- Access to the public toilets is limited to no more than two persons at any one time in either toilet. Participants are to self-manage this requirement. Toilets cannot be used for changing. Please arrive dressed for training.

Canteen Access

- The BWA Bar and Canteen will remain closed under Stage 2 restrictions.

Social Gatherings

- There shall be no unnecessary social gatherings before or after training sessions within DP or RP.
- No barbeques shall be held within the DP & RP Hockey Fields.

- While not within the jurisdiction of BWA, physical distancing measures should be observed within the car park and the general park area.

10. Hygiene

Water Containers

- Participants shall bring and only use their own water bottles.
- No BWA water fountains will be available for use
- The BCC will determine the use of public water fountains on the parks.

Shared Equipment

- Hockey sticks, shin pads and goal keeping equipment shall not be shared.
- Towels and face washers shall not be shared.
- Hockey balls shall not be shared between zones. If a ball from one Zone finds a way to another zone it can be hit back, but at no time can it be moved back to its zone of origin by physical contact; and players cannot move outside their zone.
- Hockey balls can be shared between people of the same group in a Zone however they must be cleaned by the designated COVID Safe Officer or Coach for that group after each training session.
- A stick or GK equipment can be used to propel the ball, but no body parts.
- Players are instructed to minimise hand contact with hockey balls and other non-essential surfaces
- The hirer will provide buckets of water and detergent to clean balls and equipment at the venue, if equipment is to be shared on a night.
- Goal Boxes cannot be moved, and if touched must be cleaned at the end of the training session.
- The Club COVID Safe Officer is responsible for wiping down with sanitizer provided by the hirer all high contact surfaces at the end of their session. This may include railings and door handles in the toilets and floodlight switches.

Shared Uniforms

- Training bibs or any other clothing shall not be shared.

Handwashing and Sanitising

- All participants, parents, guardians and staff shall use hand sanitiser when entering the training venue, either using personal hand sanitiser or club supplied sanitiser.
- When available they can have access to the public toilets to wash their hands with soap and water.

Full Body Showers

- Showering at the venue is not permitted.
- Participants are to shower at home prior to training and wear clean training attire.
- Participants are to shower at home after training and wash training attire.

Prohibitions

The following must be observed:

- No spitting anywhere or on any person

- No gum to be consumed at the venue
- No smoking at the venue

Cleaning Schedules

- Time shall be allowed for the Club Venue Manager and COVID Safe Officer/s to clean their respective areas.
- Spray bottles with disinfectant will be available in the toilets. Users are encouraged to spray down the taps and basins after use.
- After each training session the Club Venue Manager shall clean and sanitise:
 - Toilet stall door handles, flush buttons on toilets, taps and soap dispensers
 - High contact hand rails
- And regularly monitor soap and hand sanitiser levels if supplies are reducing advise the BWA office admin@bwha.com.au.
- The DP & RP facilities will be cleaned once a week.

11. Sports Medicine

- Participants administer first aid or sport medicine themselves. E.g. complete their own ankle strapping, apply a band aid etc. All rubbish must be placed in BCC bins available or taken home for disposal.
- In the case of an emergency call an ambulance on 000 and proceed with following standard first aid precautions.
- There is no First Aid Room and no First Aid supplies available.

12. Personal Behaviour

Greetings

- Handshakes and high-fives are banned
- Team huddles may only be held with players maintaining 1.5m separation from each other and the coach.

Modification of Rules

- Attendees requiring mobility aids shall continue to be afforded discretion to use aids such as, crutches, walking frames etc.
- Where there has been contact by other participants, mobility aids shall be cleaned and or sanitised before and after use.

13. Communication

Electronic Media

- The BWA COVID Safe Management Plan will be available on the BWA website www.bwha.com.au.
- It will be emailed directly to the clubs when they first book the facility.

CLUB COVID Safe Coordinator or Club Venue Manager

Each group booking a Training Zone will be required to nominate a COVID Safe Coordinator or Venue Manager who will be attending the training with the group. E.g. Team Coach or Manager. The Club Official will be required to complete an induction with the BWA Venue Manager before they can gain access to the facility.

Signage

Relevant signage will be placed at the venue.

14. DP & RP User Groups

- Each User Group of DP and RP will be required to have their own COVID Safe Plan on how they manage their people and equipment.
- All Users must agree via email to the new terms and conditions of entering the DP & RP facility before they will be provided access to train.

15. Disciplinary Action

- Individuals or groups failing to comply with the requirements set out in this Safety Management Plan will be requested to leave immediately.
- Repeat offenders will be denied further entry.
 - Where the COVID Safe Coordinator fails to comply with the team requirements or where several team members fail to comply, the entire team shall be requested to leave.

Downey Park F10

