COVID-19

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

NSW GOVERNMENT

Your COVID-19 Safety Plan

Gyms and indoor recreation

Business details

Business name	Wakehurst Football Club Inc.
Business location (town, suburb or postcode)	Frenchs Forest
Completed by	Greg Dick, President, Wakehurst Football Club Inc.
Email address	president@wakehurstfc.com.au
Effective date	19 October 2021
Date completed	20 October 2021

Wellbeing of staff and customers

Exclude staff, volunteers, parents/carers and participants who are unwell.

Agree

Yes

Tell us how you will do this

Before our competition starts we have advised our members, via broadcast E-Mail, our website and our Facebook page that we have a COVID-19 Safety Plan and that all

players, team officials, parents/carers and other club members must not attend matches, if in the past 14 days if they have:
- been unwell or had any flu-like symptoms, or
- been in contact with a known or suspected case of COVID-19
- any sudden loss of smell or loss of taste, or
- are at a high risk from a health perspective, including the elderly and those with pre-existing medical heath conditions.

We have advised them that they should check the NSW Government website for advice regarding the full list of symptoms associated with COVID-19 infection:
https://www.nsw.gov.au/covid-19/symptoms-and-testing

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

The Wakehurst FC Committee has been involved in our three earlier COVID-19 Safety Plans for the 2020 & 2021 Winter seasons and 2020 Summer season.

We have worked with Football NSW to promote and encourage the use of the following resources and websites in order to obtain accurate information:

- NSW Government COVID-19 Information
https://www.nsw.gov.au/covid-19

- Office of Sport COVID-19 Information
https://www.sport.nsw.gov.au/covid-19-information

- Northern Beaches Council COVID-19 Information
https:/www.northernbeaches.nsw.gov.au/covid-19

We have promoted the range of COVID-19 “campaign resources” produced by the Federal Government, including posters outlining hygiene practices (e.g. promoting thorough hand washing) found at:
https://www.health.gov.au/resources/collections/coronavirus-covid-19-campaign-resources

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

We will display posters, distribute and share information about COVID-19 on our Website, our Facebook page and at appropriate locations around our club house and playing fields.

Where appropriate, we will identify and address potential language, cultural and disability barriers associated with communicating COVID-19 information to players, members and other stakeholders.

In conjunction with our state governing body, Football NSW, we have developed and promoted amongst our members and stakeholders, a range of resources on COVID-19. These can be downloaded here: https://footballnsw.com.au/covid-19-information/

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, attendees and contractors). For example, ensure posters outlining vaccination requirements are clearly visible; remind players, officials, volunteers and spectators of vaccination requirements in marketing and communications materials; check vaccination status upon arrival and only accept valid forms of evidence of vaccination; train staff and volunteers on ways to check proof of COVID-19 vaccination status. Guidance for organisations is available at: https://www.nsw.gov.au/covid-19/businesses-and-employment/covid-safe-business/vaccination-compliance-for-businesses

Note: Staff and volunteers 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

We have widely publicized that fact that only fully vaccinated adults and people with

valid exemptions can participate in the competition or attend as spectators.

We have asked all players to submit COVID-19 vaccination certificates before the competition starts,

We have posters around our venue at the COVID-Safe check-in points reminding attendees that the vaccination requirements form part of the terms of entry, and notifying them of the acceptable forms of proof of vaccination.

Our staff and volunteers have been trained on ways to check proof of COVID-19 vaccination status (or a valid exemption) and what to do if someone refuses to be checked or is not vaccinated.

Physical distancing

Capacity at an outdoor community sporting 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 1000 persons.

Agree

Yes

Tell us how you will do this

Our club officials have considered the number of participants and fixtures so as to adhere to the maximum of 200 people per venue at one time for any ‘COVID-19 safe outdoor gathering’.

Ensure 1.5m physical distancing where possible, including:

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

Agree

Yes

Tell us how you will do this

We will encourage that only essential participants and parents/guardians should attend matches.

Our competition is held on football fields with a total area in excess of 10,000 m2.

We will take the necessary precautions to minimise the risk of transmission including the dispersion of spectators around the perimeter of the pitch and across a range of viewing areas and designating the use of specific seats/areas that meet physical distancing requirements and erecting signage to advise.

We will encourage players and spectators to leave the facility as soon as possible following the conclusion of their training/games

Minimise mingling of participants from different games and timeslots where possible, particularly people aged under 16 who may not yet be fully vaccinated. For mass participation events, consider staggering the starting times for different groups to minimise crowding where possible.
Tell us how you will do this

We have multiple COVID-Safe check-in points to ensure that there is no congestion.

We have staggered starting times for each age group.

agree_mingling

Yes

Avoid congestion of people in specific areas where possible, such as change rooms

and other communal facilities.

Agree

Yes

Tell us how you will do this

Change Rooms will not be open.

Strategies must be in place to reduce crowding and promote physical distancing in communal facilities such as showers, change rooms and lockers.
Agree

Yes

Tell us how you will do this

Change Rooms will not be open.

Have strategies in place to manage gatherings that may occur immediately outside the premises, such as pick-up/drop-off zones and staggered start/finish times.
Agree

Yes

Tell us how you will do this

We will stagger arrival and/or departure times when possible for different groups and teams, and within the constraints of the venue design, manage entry and exit points to allow a seamless flow of players/coaching staff and parents/attendees through the venue to limit the risk of overlap and congestion

Where possible, encourage participants to avoid carpools with people from different household groups.
Agree

Yes

Tell us how you will do this

We are encouraging people to either walk to Lionel Watts Reserve or to take private transport where possible.

Singing by audiences is not allowed in indoor areas.

Agree

Yes

Tell us how you will do this

Our event is outdoors, spread over 10,000 m2 of football fields.

Ventilation

For indoor areas, 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

Our event is outdoors, spread over 10,000 m2 of football fields.

Our Canteen, if open, is open to the outside, has plenty of cross flow ventilation and well maintained fans.

Use outdoor settings wherever possible.
Agree

Yes

Tell us how you will do this

Our event is outdoors, spread over 10,000 m2 of football fields.

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

Agree

Yes

Tell us how you will do this

Our event is outdoors, spread over 10,000 m2 of football fields.

Our Canteen, if open, is open to the outside, has plenty of cross flow ventilation and well maintained fans

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

Our event is outdoors, spread over 10,000 m2 of football fields.

Our Canteen, if open, is open to the outside, has plenty of cross flow ventilation and well maintained fans

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

Our event is outdoors, spread over 10,000 m2 of football fields.

Our Canteen, if open, is open to the outside, has plenty of cross flow ventilation and well maintained fans.

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

Our event is outdoors, spread over 10,000 m2 of football fields.

As owner of the facility the Northern Beaches Council has been provided with a copy of our COVID-19 Safety Plan.

Hygiene and cleaning

Face masks must be worn in indoor areas, unless exempt.

Note: People engaging in physical exercise are exempt, unless they are participating in an indoor gym class or dance class
Agree

Yes

Tell us how you will do this

Our event is outdoors.

Our Canteen staff, if open, with use face masks and gloves.

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

venue.

Agree

Yes

Tell us how you will do this

We will have 'Good Hygiene Practise' signs and hand sanitiser stations at the main entry points and at our registration Marquee.

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

Agree

Yes

Tell us how you will do this

We will:
- Refill soap in toilets regularly.
- Place bins around the venue.

We will promote and provide hand washing guidance to all participants and volunteers and display hand washing guidance in all toilets and canteens within our facility

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

Our event is outdoors. Customers access our canteen externally.

Our Canteen, if open, will be cleaned regularly.

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, attendees and contractors.

Note: Organisations are not required to keep proof of vaccination status in their records.

Agree

Yes

Tell us how you will do this

Our club utilises the Service NSW QR codes.

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

We have posters around our venue at the COVID-Safe check-in points reminding attendees that checking in is a requirement of entry.

Our staff and volunteers have been trained on ways to check proof of COVID-19 vaccination status (or a valid exemption) and what to do if someone refuses to be checked or is not vaccinated

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

We will provide the opportunity for people who are unable to check in electronically to check in manually, and then recorded in a spreadsheet

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

Not applicable. We are the only event at the facility.

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

Yes