COVID-19

> HELPING BUSINESS GET BACK TO WORK

NSW GOVERNMENT

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Version 2	Updated: 17 July 2020

COVID-19 Safety Plan

Effective 17 July 2020

Community sporting competitions and full training activities

We've developed this COVID-19 Safety Plan to help you create and maintain a safe environment for you, your workers, volunteers and your visitors.

Complete this plan in consultation with your workers and volunteers, then share it with them. This will help slow the spread of COVID-19 and reassure your visitors that they can safely participate in activities. You may need to update the plan in the future, as restrictions and advice changes – you can make changes to the plan if you've printed or saved it, or you can choose to download and create a new version of the plan.

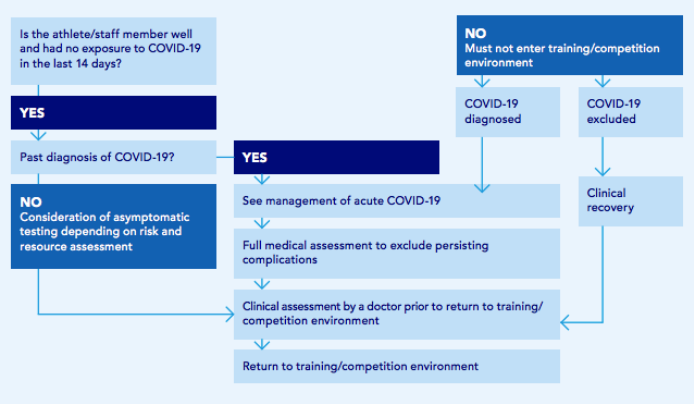
Organisations must follow the current COVID-19 Public Health Orders, and also manage risks to staff and other people in accordance with Work Health and Safety laws. For more information and specific advice for your industry go to **nsw.gov.au**

ORGANISATION DETAILS	
Organisation name:	Macarthur Baseball League @ Gilchrist Oval, Campbelltown
Plan completed by:	Brenda Franks - Secretary
Approved by:	2020 Macarthur Baseball League Executive Committee

> REQUIREMENTS FOR ORGANISATIONS

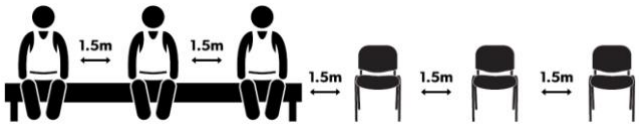
Requirements for your organisation and the actions you will put in place to keep your participants, volunteers and workers safe

REQUIREMENTS	ACTIONS
Wellbeing of staff and visitors	
Exclude staff, volunteers, parents/carers and participants who are unwell.	MBL have advised players, officials, parents/carers and other club members they must not attend training, games or events, if: • they have been unwell or had flu-like symptoms, or • they have been in contact with anyone who is unwell or had flu-like symptoms. MBL will promote the "One Player. One Parent" message as advised by NSW Office of Sport. We will ensure this is a training, trials and games. Refer to flow chart below.

REQUIREMENTS	ACTIONS
Provide staff and volunteers with information and training on COVID-19, including when to get tested, physical distancing and cleaning, and how to manage a sick visitor.	A player/official member must not join the training/competition environment if in the last 14 days they have been unwell or had contact with a known or suspected case of COVID-19. Should any member become symptomatic they are requested to undergo relevant testing and follow isolation procedures until the results of the test are available. All test results are to be reported to Macarthur Baseball League Secretary as soon as possible. Any player/official member that has underlying health conditions or is considered a vulnerable person should consult with a health care professional prior to returning to the training or game day environment.  Any advice on testing for COVID-19 will be guided by the State Government and NSW Health officials. Any other relevant testing will be implements at the request of NSW Health.
Make staff aware of their leave entitlements if they are sick or required to self-isolate.	Whilst our club's workforce is made up of volunteers, we have made them aware of the above-mentioned symptoms and stipulated that they should stay away from the club and seek advice from a health care professional in the event that they experience any symptoms.
Display conditions of entry (website, social media, venue entry)	We will display posters, distribute and "share" information about COVID-19 across our digital channels and at appropriate locations around our facility. Our state governing body, Baseball NSW, has developed a range of resources on COVID-19 available for download from: *https://www.baseballnsw.com.au/uploads/1/2/1/6/121695030/bnsw_return_to_baseball_document_revised_25june.pdf* MBL will promote the "One Player. One Parent" message as advised by NSW Office of Sport. We will ensure this is a training, trials and games. We will encourage the use of electronic attendance recording by scanning a QR from posters displayed around the facility. If this is not possible a manual attendance record will be used.

Wellbeing of staff and visitors	
If hiring the facility, consult with the owners/operators to address these requirements to understand what measures may already be in place.	We have to-date, and will continue to liaise and work with Campbelltown City Council to comply with any specific requirements they may have. We have determined physical distancing protocols to be used within shared facility spaces (eg: canteen, change rooms, toilets, etc) and where appropriate have clearly marked with tape and/or signage. We have and will continue to encourage individuals to be respectful of shared space, minimize time spent in these areas and observe physical distancing measures. When we conduct our canteen operations, we commit to implementing hygiene and physical distancing measures, including:

REQUIREMENTS	ACTIONS
	• marking physical distancing for queues • having hand sanitizer at point of sale • providing gloves for canteen volunteers • displaying hand washing directions above sinks
Ensure COVID-19 Safety Plans are in place, where relevant, for: • Swimming Pools • Gyms • Indoor recreation facilities • Restaurants and cafes (for kiosks or canteens) • Major recreation facilities	Our Covid-19 Safety Plan for the Gilchrist Oval Canteen is displayed on the noticeboard at the facility. Baseball NSW required each club and/or venue to appoint a designated COVID Officer who will be responsible for ensuring that the COVID-19 Safety Plan is adhered to at all times whilst training or matches are ongoing at that venue.
Ensure processes are in place to exclude participants (including spectators and officials) if they have visited Victoria in the 14 days prior.	MBL will ask this question as part of our attendance recording data.
Ensure processes are in place to exclude participants (including spectators and officials) if they have attended any of the reported cases locations listed on the NSW Health website (nse.gov.au/covid-19/latest-news-and-updates).	MBL will ask attendees if they have visited a location listed on the NSW Health website for reported cases request. If any person indicates they have attended a location listed on the NSW Health website for reported cases, they will be requested to not to attend an event held by MBL until a negative test result has been provided.
Take all reasonable steps to minimise the number of spectators attending community sport events.	MBL will promote the "One Player. One Parent" message as advised by NSW Office of Sport. We will ensure this is a training, trials and games. And further request that spectators adhere to strict physical distancing guidelines.
If sufficient numbers to field teams cannot be achieved, prioritise delaying the event rather than substituting with people from other teams or from the community.	MBL will, were reasonable, encourage players to advise their availability to play games as soon as practical, so as to discourage players playing across multiple teams.

Physical distancing	
Ensure the number of people in a facility does not exceed one person per 4 square metres of space (excluding staff) to a maximum of 500 people.	The Gilchrist Canteen space is estimated to be 25 square metres. A maximum of five people are allowed in the canteen at any given time. Where team benches are permitted, we will limit the total number of seats to ensure a minimum of 1.5 metres between each team member. Where possible, we will mark seats with masking tape and if necessary, provide additional seats to extend the length of the bench.  Where team benches are made up of individual chairs, we will position them so they are at least 1.5 metres apart.
Minimise co-mingling of participants from different games and timeslots where possible.	Macarthur Baseball League has adopted the "Get In. Train. Get Out." guidelines that Baseball NSW has encouraged. We are not operating our local baseball competition. Currently, our All Stars teams are training for the NSW State Championship rescheduled to August 2020. Training for these teams has been spread across the entire week with minimal co-mingling with other teams. Training times have been scheduled with 15 minutes between teams allowing for one team to leave before another team arrives at the facility.

REQUIREMENTS	ACTIONS
	We have identified separate entry and exit points at Gilchrist Oval and communicated this to players and parent/carers via social media, Team App, email and text messaging.
Ensure any spectators comply with 1.5 metres physical distance where practical, such as through staggered seating. People who live in the same household are not required to distance. Have strategies in place to prevent spectators from different games and timeslots co-mingling.	Parent/spectators may attend training/games. We will take the necessary precautions to minimise the risk of transmission including the dispersion of spectators around the facility. We will encourage players and spectators to leave the facility as soon as possible following the conclusion of their training/games. In the event of a player injury, in line with NSW Health recommendations, any official treating of an injured player is to wear personal protective equipment (PPE).
Have strategies in place to manage gatherings that may occur immediately outside the premises, such as with drop off and pick up zones or staggered start/finish times.	We will stagger arrival and/or departure times where possible for different teams and within the constraints of the venue design, manage entry and exit points to allow for a seamless flow of players/officials/ parents/spectators through the venue to limit the risk of overlap and congestion.
Reduce crowding wherever possible and promote physical distancing with markers on the floor where people stand or are asked to queue.	We will promote and communicate the importance of physical distancing of 1.5 metres between people. This will be done through PA announcements, marked seating, social media, direct communication and signage. We will indicate the number of people that can occupy indoor spaces in accordance with the 1 person per 4 square metres guideline, including toilets, change rooms, canteens, etc. Within the constraints of the game, Umpires may choose to reposition themselves behind the pitcher for better physical distancing.
Ensure communal facilities such as showers, change rooms and lockers have strategies in place to reduce crowding and promote physical distancing.	We will limit the use of change rooms to essential players and officials only and clean these spaces regularly. We will indicate the number of people that can occupy indoor spaces in accordance with the 1 person per 4 square metres guideline, including toilets, change rooms, canteens, etc.
Where practical, stagger the use of communal facilities. Strongly encourage participants to shower/change at home where possible.	We will limit the use of change rooms to essential players and officials only and clean these spaces regularly. We will encourage all participants to shower/change at home where possible.
Use telephone or video platforms for essential staff meetings where practical.	When held, we will conduct club/team meeting via virtual meeting platforms such as Zoom. Teams communication is through Team App, Messenger or text messaging. If we need to meet face-to-face, we will keep the time to a minimum, implement physical distancing requirements by ensuring gatherings held in indoor spaces are in accordance with the 1 person per 4 square metres guideline, and ask participants to sit more than 1.5 metres apart.
Review regular business deliveries and request contactless delivery and invoicing where practical.	Not applicable

Hygiene and cleaning

REQUIREMENTS	ACTIONS
Adopt good hand hygiene practices.	We will wipe down all high touch surfaces (benchtops, door handles, gates, seats, scorers desks, etc) regularly. Further we will: • Promote good hand washing guidance through signage above all sinks • Promote regular and thorough hand washing by all volunteers and participants • Provide hand sanitizer throughout the venue and refill regularly • Place bins around the facility Players are regularly reminded to wash hands and avoid touching faces. Hand shaking, high fives, team huddles, etc are strongly discouraged. Spitting and clearing of nasal/respiratory secretions on the diamond or surrounding area is not permitted.
Ensure hand sanitizer is accessible at the venue entry and throughout the facility or ground.	We will provide hygiene containers for coaches to use throughout training sessions. Kits include hand sanitizer, gloves, paper towel, tissues, garbage bags, etc. We will encourage players, officials, volunteers and visitors to carry personal hand sanitizer to enable good personal hygiene.
Ensure bathrooms are well stocked with hand soap and paper towels or hand dryers. Consider providing visual aids above hand wash basins to support effective hand washing.	We will: • Provide and refill soap in toilets regularly • Refill paper towel supplies in toilets when required • Place bins around the venue Further we will: • Promote good hand washing guidance through signage above all sinks • Promote regular and thorough hand washing by all volunteers and participants
Encourage participants to bring their own water bottle, snacks/orange slices and sweat towels. Avoid shared food and drinks.	We will stipulate that all participants are to provide their own clearly labelled drink bottle for their use only. We will communicate to all participants the importance of not sharing any food or drinks. We will not provide any communal drink or food for players or officials.
Ensure processes are in place to launder shared uniform items after use, such as bibs or jerseys.	We will encourage players to be responsible for the laundering of their own playing and training uniforms and will avoid the sharing of articles of clothing such as volunteer high visibility vests. Where it is not possible for individuals to launder their own items, we will ensure safe processes are in place to launder shared uniform items such as non-contact collection of these items (ie: players to place gear directly into a plastic bag) and the wearing of gloves when laundering.
Clean frequently used indoor hard surface areas, including children's play areas, at least daily; first with detergent and water, and then disinfect. Clean frequently touched areas and surfaces, including in communal facilities, several times per day	We will frequently clean all high touch surfaces and objects. Between training sessions all equipment is sanitized.
Clean areas used for high intensity sports with detergent and disinfectant after each use.	Not Applicable.
Reduce sharing of equipment where practical and ensure these are cleaned with detergent and disinfectant between use.	Within the constraints of the game, we will implement arrangements to minimise the shared use of equipment where possible. Players and coaching staff will be encouraged to not share personal equipment including, but not limited to, playing equipment (bats, baseballs, helmets, gloves, catchers protective gear), bibs, drink bottles, towels, etc. We will discourage the sharing of common stationery (pens, clipboards, etc) and other personal IT equipment (iPads, laptops, headphones, mobile phones, etc).

REQUIREMENTS	ACTIONS
	All equipment is to be cleaned and disinfected prior, during and after training sessions and games. Baseballs will be rotated and washed or wiped with antibacterial wipes or alcohol-based sanitizer after every innings during a game. No bat boys or bat girls allowed.
Ensure there is accessible detergent/disinfectant and gloves for visitors to use, should they wish.	We will make soap or disinfectant/hand sanitizer and disposable gloves available in common areas for visitors to use.
Disinfectant solutions need to be maintained at an appropriate strength and used in accordance with the manufacturers' instructions.	We will store sanitisers, disinfectant solutions and detergents appropriately and use in accordance with the manufacturer's instructions.
Staff are to wear gloves when cleaning and wash hands thoroughly before and after with soap and water.	We will encourage all volunteers to wear gloves when cleaning and wash their hands thoroughly before and after with soap and water.
Encourage contactless payment options.	We will encourage appropriate food/beverage and cash handling arrangement are in place. We will encourage contactless electronic payment by EFTPOS using card or smart device. We will promote this via PA announcements, signage and social media.

Record keeping	
Keep a record of name and a mobile number or email address for all staff, volunteers, participants, spectators and contractors attending community sports activities, where this is practical, for a period of at least 28 days. Ensure records are used only for the purposes of tracing COVID-19 infections and are stored confidentially and securely.	Currently we are using Team App to record attendance of our All Stars players attending training. We will encourage the use of electronic attendance recording by scanning a QR from posters displayed around the facility. If this is not possible a manual attendance record will be used. Once our local competition returns to activity, our fixtures are administered through an online competition management system. If required, the Registrar can identify which club teams participated at any given fixture. Results sheets for each game are also submitted and identify all players, coaches, umpires and scorers at each game. For the purposes of contact tracing, accompanying parents/spectators will be able to be contacted through the relevant players mandatory online registration.
Make your staff and volunteers aware of the COVIDSafe app and its benefits to support contact tracing if required.	We will encourage all players, officials, parents/carers, spectators, etc to download the COVIDsafe app.
Cooperate with NSW Health if contacted in relation to a positive case of COVID-19 at your workplace and notify SafeWork NSW in 13 10 50.	We commit to cooperate fully with NSW Health if contacted in relation to a positive case of COVID-19 and notify SafeWork NSW on 13 10 50.