



## **Gippsland United Covid Safety Plan**

### **COVID Venue Managers - Venue Safety Plan**

This questionnaire has been developed to assist managers of Indoor Venues/Stadiums to develop a Venue Safety Plan. This can also be used by Clubs/Associations that hire indoor venues and will be responsible for the entire facility for the term of the hire period.

#### **Name of Venue required**

Gippsland Regional Indoor Sports Stadium - Catterick Cres, Traralgon

#### **Name of Association required**

Gippsland United Basketball

#### **Primary Contact Person & Email required**

Sharon Freeman - juniors@gippslandbasketball.com.au

#### **Secondary Contact Person & Email required**

Erin Maskell - erin@gippslandunited.com.au

**COVID Planning**

**Have you been in contact with your Landlord and advised the return to indoor venues for sport?**

YES

**Have you determined the number of separate spaces that exist within the venue under the rules?**

YES

**How many separate court spaces have you established exist in your venue?**

Under the current rules and guidelines The GRISS has 5 separate spaces, which comply with the capacity limits as outlined by DHHS and Sport and Recreation Victoria.

And

Basketball Victoria Guidelines 07 / 12 /2020 – COVID SAFE

**Gatherings and Social Distancing – What will be done to implement social distancing requirements and manage occupancy limits?**

**How will you manage Arrival and Departure at the venue to ensure social distancing and compliance?**

Bio-Safety officers will be on duty who will direct patrons to the required area and ensure social distance rules are followed by all patrons.

Signage is placed around the stadium.

Bio--Safety officer will be on the front entry greeting people and providing instruction and reinforcing of the rules of entry.

**Do you have designated separate entry points and exit points mapped out and clearly marked throughout the venue?**

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YES

**Have you considered traffic flow planning to reduce congestion and gatherings?**

YES

**How will you prevent cross-over of participants on playing areas, such as all players/teams leaving a court before the next players/team enter**

We will have separated entry and exit points for all patrons – to minimised crossover, as optional for patrons.

**How will you manage occupancy limits and compliance with restrictions at the venue?**

We will have the Bio-Officers / Supervisors / Venue Managers conducting patrons counts by court

**What will you do to ensure social distancing and occupancy compliance for waiting or potential congestion areas?**

Signage and Staff, Bio-Safety officers and way finding signage as required.

**Do you have signage on occupancy limits, social distancing,limits per space and maps clearly showing clearly showing each separate space?**

YES

**Will you use floor markings outlining where to stand at entry/reception, canteen, spectator areas (around courts/seating)?**

YES

**Will you be using volunteers or paid staff to monitor the entry/reception?**

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PAID

Hygiene - How will you ensure required hygiene standards are maintained?

Have you displayed COVID-19 hygiene and safe sanitising posters around the venue?

YES

**Will hand sanitiser be easily accessible throughout the venue?**

YES

**Will toilets be adequately supplied and topped up with soap?**

YES

**Has the GRISS arranged sufficient supplies of hygiene and cleaning materials and supplies?**

YES

**What are the cleaning protocols and procedures for high contact areas i.e reception, desks, canteen, player benches, score benches, laptops, vending machines, toilets, change rooms?**

All cleaning major areas completed daily, and sanitising completed daily

High touch areas such as score benches, laptops, computers, basal clean and sanitised between and after each game on each court.

**How will venue/court hirers understand their hygiene obligations?**

They will be provided with a safety plan template and will be required to completed the BV hirers obligations proforma document.

**Safe Environment - How will you ensure everyone knows how to keep themselves and others safe from exposure to COVID-19?**

**Do you have signage throughout the venue on social distancing, flow of traffic, restriction rules?**

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YES

**Have staff, players, parents, coaches, and officials all been provided information on the compliance requirements and expectations?**

YES

**How does your program continue to ensure you provide a safe environment for children?**

The safety plan outlines the program and being COVID safe. All staff, referees and Bio-Safety officers have completed the government COVID infection control training.

Patron education program which includes all the documents required for the safety plan.

**How are you providing a safe environment for staff, volunteers, and officials?**

The safety plan outlines the program and being COVID safe. All staff, referees and Bio-Safety officers have completed the government COVID infection control training.

Patron education program which includes all the documents required for the safety plan.

**Have you arranged for sufficient number/s of trained BSO's? Required YES**

**Risk and Response Planning - How will you respond to an exposure or suspected exposure to COVID-19 within your premises or organisation?**

**1. ISOLATE**

Prevent the spread. Isolate the person from others and provide a disposable surgical mask, if available, for the person to wear.

**2. SEEK ADVICE**

Call your state or territory helpline. Follow advice of public health officials.

**3. TRANSPORT**

Ensure the person has transport to their home or to a medical facility.

**5. IDENTIFY & INFORM**

Consider who the person has had close contact with. If instructed by public health officials, tell close contacts they may have been exposed and follow advice on quarantine requirements.

**6. REVIEW**

Review risk management controls relating to COVID-19 and review whether work may need to change. Consult workers on WHS issues.

**4. CLEAN**

Clean and disinfect the areas where the person and close contacts have been. Do not use those areas until this process is complete. Use PPE when cleaning.

**Please outline your process for collecting attendance details for all persons entering the venue?**

PlayHQ, and QR code readers.

**Are all participants registered via PlayHQ with current contact details? YES**

**Have all staff and/or volunteers been made aware of the Response Planning Process to follow in the instance of a COVID-19 incident? If Yes – Outline how you have communicated your plan? If No – Outline your plan for communicating your plans? Required**

Yes, the process is included in the safety plan and follows Work Cover guidelines forms part of the staff briefings.

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## COVID Hirers Obligations Form – Clubs & Association

This Checklist can be used by Clubs and Associations that are hiring courts at a facility that is managed by an external management group (Council/YMCA/Belgravia/Aligned/SSV/Other).

Generally, the responsibility of the Venue Manager is to develop a Venue Safety Plan that addresses COVID safety signage, entry/exit, congestion points, reception, traffic flow, canteen, toilets, change rooms, the supply of some sanitiser in common areas and general cleaning.

Hirers will, as a minimum, be responsible for their patrons' compliance with government restrictions, including maintaining attendance records, attendee safety and hygiene practices, occupancy levels relating to hired area/s, behaviour of attendees, social distancing, and compliance with the instructions of the Venue Manager. Affiliated BV members are recommended to have read, understood and apply the BV Return to Sport Guidelines and all updated Restriction Level Summaries, which have been developed in line with government restrictions and advice.

### Name of Club/Association \*

**Gippsland United Basketball**

### Primary Club/Association Contact & Email\*

Sharon Freeman- juniors@gippslandbasketball.com.au

### Secondary Club/Association Contact & Email\*

Erin Maskell - erin@gippslandunited.com.au

## COVID Plan

Have you provided the Venue/Facility Owner/Landlord a copy of the BV RTS Guidelines and updated Restriction Level Summary Guides? \* **YES**

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