

Netball ACT Gala Days ACT COVID-19 Safety Plan

Effective 22 March 2021

Event Coordinator	Name: Lachie O'Sullivan Email: lachie@netballact.com.au Phone: 02 6241 4088
Event	Primary School Netball Gala Days
Event Date	March
Event Venue and Address	Various – visit https://act.netball.com.au/gala-days
Plan Completed By	Lachie O'Sullivan

REQUIREMENTS	ACTIONS
Wellbeing of staff and participants	
Exclude staff, volunteers, participants who are unwell.	Staff and teachers will be instructed to ensure all participants who are unwell are to be excluded.
Share conditions of event and venue entry prior to the event.	Conditions of entry are shared with the entry information to participating schools prior to the event.
If hiring the venue, consult with the management to understand what measures may already be in place and what may still be required.	The Event Coordinator will liaise with venue management prior to the event to ascertain measures in place and still to be covered and prepare accordingly.

REQUIREMENTS	ACTIONS
Physical distancing	
Ensure the number of people at the venue does not exceed one person per 2 square meters (outdoors) and 4 square metres (indoors).	Conditions have been put in place to ensure the event adheres to the maximum 500 people requirement, these include; six teams per school, restricted students per team and no spectators.
Minimise co-mingling of participants from different games and timeslots where possible.	Teams will be instructed to stay with their team in between games.
Ensure any spectators comply with 1.5 metres physical distance where practical. Have strategies in place to prevent co-mingling of spectators from different games and timeslots.	To keep under the maximum 500 people requirement, spectators/parents are not permitted to attend/watch any of the games. Parents have been informed of this condition and they are to drop off and pick up in the carpark.
Have strategies in place to manage gatherings that may occur immediately outside the venue, such as drop off and pick up zones or staggered times.	Carparks will be monitored by staff to ensure parents adhere to the requirement not to gather and leave the venue as soon as is convenient.
Reduce crowding wherever possible and promote physical distancing with markers on the floor.	Not applicable for grass fields and outdoor netball courts.
Assess the safe capacity of communal facilities such as showers, changerooms and lockers. Communicate this at their entrance to reduce crowding.	No changerooms will be open and the public toilet facilities will have signage to queue outside at 1.5m distancing.
REQUIREMENTS	
Hygiene and Cleaning	
Adopt good hand hygiene practices.	Staff and participants will be encouraged to adopt good hand hygiene practices throughout the day.
Ensure hand sanitiser is accessible at the venue.	Hand sanitiser pump packs will be readily available to all participants at the control and results table/room at the venue.

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Ensure bathrooms are well stocked with hand soap and paper towels.	Hand soap and paper towels have been purchased and will be readily available to all participants.
Provide visual aids above hand wash basins to support effective hand washing.	Numerous copies of the Australian Govt COVID Campaign Resources – Good Hygiene is in your Hands and Keeping Your Distance posters have been printed and will be prominently placed above wash basins and other areas.
Encourage participants to bring their own water bottle, snacks and sweat towels. Avoid shared food and drinks.	All participants have been asked to bring their own drink bottles, snacks and other equipment within the entry information.
Clean frequently touched areas and surfaces including communal facilities, several times per day.	Staff will have antibacterial surface wipes and single use gloves available to clean frequently touched areas and will be instructed to do so at least 3 times during the 6-hour event.
Reduce sharing of equipment where practical and ensure these are cleaned with detergent and disinfectant between use.	Schools are responsible for supplying their team's playing equipment and will be responsible for its cleaning.
Ensure there is accessible disinfectant and gloves for participants to use, should they wish.	Single use gloves, hand sanitiser, hand cleanser and antibacterial surface wipes will be available to all staff and participants.
Staff are to wear gloves when cleaning and wash hands thoroughly before and after with soap and water.	Single use gloves and hand wash will be available to staff.

REQUIREMENT	ACTION
Record Keeping	
Keep a record of name and mobile number or email address for all staff, volunteers and spectators attending the event for a period of at least 28 days. Ensure records are stored confidentially and securely.	<p>Prior to the event, Event Coordinators will send a Participant Register Form to participating schools to fill out with the name, email and mobile number of the supervising teacher, and the names of all students and student officials attending the event.</p> <p>The completed sheets will be shared with NACT and on the day of the event will be double checked with the supervising teacher of each team to confirm attendance details.</p>