



COVIDSafe Plan

ABOUT OUR COVIDSAFE PLAN

- Business name: Balwyn Blazers Basketball Association
- Plan completed by Stuart Glazebrook
- Date reviewed: 24/11/2020

This COVIDSafe Plan has been developed to support our club to safely reopen, maintain COVIDSafe stadiums, and prepare for any suspected or confirmed case of coronavirus (COVID-19) in the stadiums.

NOTE: Persons referred to in this document include **ALL** players, coaches, referees, supervisors, marshalls, coordinators, spectators, visitors and cleaners

1. ENSURE PHYSICAL DISTANCING

REQUIREMENTS: You must ensure persons are 1.5 metres apart as much as possible. This can be done by:

- Displaying signs to show patron limits at the entrance of enclosed areas where limits apply

You may also consider:

- Minimising the build-up of people waiting to enter and exit the stadium
- Using floor markings to provide minimum physical distancing guides
- Reviewing delivery protocols to limit contact between delivery drivers and workers

ACTION TO MITIGATE THE INTRODUCTION AND SPREAD OF COVID-19:

Stadium has clear marking for social distancing.

Balwyn Blazers will provide all members with:

- Email correspondence outlining Basketball Victoria's Guidelines
- All information (Basketball Victoria Return to Sport and Balwyn Blazers COVID Plan)
- Regular social media post to have non-intrusive but readily available information to members
- All player areas are marked 1.5 metres apart, all seats are 1.5 metres apart
- Directional arrows marked on floor to provide participants the flow of traffic through the stadium to minimise congestion. Separate entry and exit doors

REQUIREMENTS: You must apply density quotient to configure shared work areas and publicly accessible spaces to ensure that:

- There is no more than one person per four square meters of enclosed workspace
- There is no more than one member of the public per four square metres of publicly available space indoors



ACTION:

- Office and Meeting rooms have allowed numbers per space clearly marked
- Spectator seating limited to requirements

REQUIREMENTS: You should provide training to persons on physical distancing expectations while working and socialising. This should include –

- Informing persons to follow current public health directions when carpooling

ACTION:

- All Staff have completed COVID safe hygiene practice course
- All volunteers to complete COVID safe hygiene practice course prior to any activities at club

If your industry is restricted or heavily restricted, you must also:

- Reduce patron levels in accordance with industry directions
- Limit number of patrons in accordance with industry directions
- Have no carpooling

2. WEAR A FACE COVERING

REQUIREMENTS: You must ensure all workers and visitors entering the stadium wear a face covering as per public health advice. This includes –

- Providing adequate face coverings and Personal Protective Equipment (PPE) to persons that do not have their own

ACTION:

- Disposable face masks available at stadium and will be provide to any person not wearing one. Access to stadium will **NOT** be granted if not wearing a face covering

REQUIREMENTS: You should install screens or barriers in the workspace for additional protection where relevant.

ACTION:

- Sneeze screens installed at front counter as high traffic area to protect door person

REQUIREMENTS:

- You should provide training, instruction, and guidance on how to correctly fit, use and dispose of PPE
- You should inform workers that cloth masks should be washed each day after use. However, if during the day the mask is visibly dirty or wet, the mask needs to be washed immediately



ACTION:

- Provide staff and stadium participants with guidance on wearing face mask, signage display around stadium

3. PRACTISE GOOD HYGIENE

REQUIREMENTS: You must frequently and regularly clean and disinfect shared spaces, including high-touch communal items such as doorknobs and telephones

You should:

- Clean surfaces with appropriate cleaning products, including detergent and disinfectant
- Replace high-touch communal items with hygienic alternatives, for example single-use or contactless options, where possible to do so
- Clean between shifts

ACTION:

- All participants details recorded and kept for 21 days, via QR reader, if technology not available, logbook at site
- Social distancing protocols enforced
- Regular hand washing / sanitising
- Players are to be in full training/playing uniform prior to and leaving
- Club has purchased sufficient supplies for 3 months use. Will monitor and reorder within last month to ensure supplies do not run out
- Cleaning contract to complete COVID cleaning nightly, this include full sanitation of high touch areas (all door handles, sneeze screens, all benches, score board)
- Staff to clean all office surfaces during day
- Bio-Security Officers (BSO) have the following tasks but not limited to:
 - Ensuring all participants have details collected for tracing purposes
 - Cleaning of high touch areas in between all sessions
 - Maintaining social distancing protocols
 - Smoothness of change over periods between games

You should display a cleaning log in shared spaces

ACTION:

- Cleaning log will be displayed throughout stadiums
- Soap and hand sanitiser made available for all visitors throughout the stadiums and encourage regular handwashing



ACTION:

- All surfaces cleaned with antibacterial spray and wipes after each session
- Hand sanitiser available throughout practice available for participants to use

4. KEEP RECORDS & ACT QUICKLY IF PLAYERS/WORKERS BECOME UNWELL

REQUIREMENTS: You must support workers to get tested and stay home even if they only have mild symptoms.

REQUIREMENTS: You must develop a business contingency plan to manage any outbreaks.

This includes –

- Having a plan to respond to a person being notified they are a positive, noting persons who show symptoms or have been in close contact should NOT attend the training/matches until they receive their test results
- Having a plan to identify and notify close contacts in the event of a positive case attending the workplace during their infectious period
- Having a plan in place to clean the stadiums (or part thereof) in the event of a positive case
- Having a plan to contact DHHS and notify the actions taken, provide a copy of the risk assessment conducted and contact details of any close contacts
- Having a plan in the event you have been instructed to close by DHHS
- Having a plan to re-open the stadium(s) once agreed by DHHS

ACTION:

- Anyone presenting with COVID-19 symptoms will have their name and number taken down and asked to leave the venue immediately. We will ask them to have a test for the virus and advise one way or another.
- Ring COVID Hotline- 1800 020 080
- Notify EDJBA immediately: Billy Goldby-Foard 0477 775 389 • Basketball Victoria to be notified – 03 9837 8000 • The clubs affected and EDJBA will work with DHHS and other relevant organisations to contact everyone involved as quickly as possible
- Stadium to be deep cleaned in the event of a positive case in applicable stadium

REQUIREMENTS: You must keep records of all people who enter the stadiums for contact tracing.

ACTION:

- All participants details recorded and kept for 21 days, via QR reader, if technology not available, logbook at site

REQUIREMENTS: You should implement a screening system that involves temperature checking upon entry into a stadium.



ACTION:

- Consideration for all people that enter stadium will have temperature taken upon entry

5. AVOID INTERACTIONS IN ENCLOSED SPACES

REQUIREMENTS: You should reduce the amount of time persons are spending in enclosed spaces.

This could include –

- Moving as much activity outside as possible
- Enhancing airflow by opening windows and doors
- Optimising fresh air flow in air conditioning systems

ACTION:

- Have clearly make assembly area at the front of the stadium(s) for arrival no more than 10 minutes before game and/or training session.
- Inside stadium clear signage advising social distancing, clear directional arrows on court to show the movement pattern throughout the stadium
- Exterior doors to be open during training sessions and air conditioning on to optimise air flow

6. CREATE WORKFORCE BUBBLES

REQUIREMENTS: You should keep groups of persons rostered on the same shifts at a single stadium and ensure there is no overlap during shift changes.

ACTION:

- Venue managers and referees will be assigned to one venue per day. No volunteer or staff to work across multiple sites
- Communications to Venue manager supervision and Referees branch to ensure adherence with guidelines
- Only those working at a particular stadium will be directly involved with the delivery of training and supply of basketball uniforms

UPDATES & FURTHER INFORMATION

We may amend this COVIDSafe Policy as our business requirements or the guidelines changes. For more information and the latest updates visit <https://www.coronavirus.vic.gov.au/coronavirus-covid-19-victoria>