

NNSWF Premier Grand Final

COVID-19 Safety Plan

2 November 2020

Major recreation facilities (including stadiums, showgrounds and racecourses)

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

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.

Organisations must follow the current COVID-19 Public Health Orders and 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 www.nsw.gov.au

ORGANISATION DETAILS	
Organisation name:	Northern NSW Football
Plan completed by:	Ramsey Vane-Wood
In alignment with:	The Return to Play Guidelines developed by Northern NSW Football

REQUIREMENTS FOR ORGANISATION?

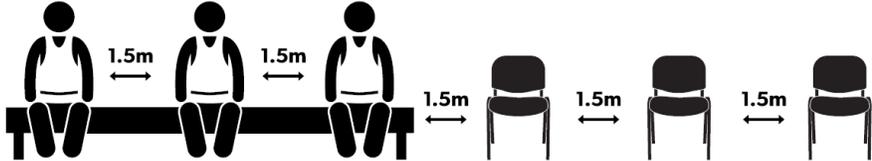
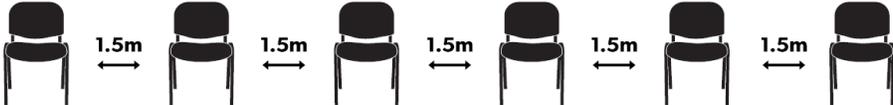
Requirements for your organisation and the actions you will put in place to keep your participants, volunteers and workers safe.

REQUIREMENTS	ACTIONS
Wellbeing of staff and visitors	
Exclude staff, volunteers, parents/carers and participants who are unwell:	<p>Before participating in any football activity, we have advised all players, team officials, parents/carers and other club members they must not attend training or matches, if in the past 14 days if they have:</p> <ul style="list-style-type: none"> - been unwell or had any flu-like symptoms, or - been in contact with a known or suspected case of COVID-19, or

	<ul style="list-style-type: none"> - 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 health conditions. <p>We have advised 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</p>
<p>Provide staff with information and training on COVID-19, including when to get tested, physical distancing and cleaning.</p>	<p>We have worked with Northern NSW Football to promote and encourage the use of the following resources and websites in order to obtain accurate information:</p> <ul style="list-style-type: none"> - Australian Government Department of Health: https://www.health.gov.au/news/health-alerts/novel-coronavirus-2019-ncov-health-alert - NSW Government Department of Health: https://www.health.nsw.gov.au/Infectious/covid-19/Pages/default.aspx - World Health Organisation: https://www.who.int/ - Australian Institute of Sport: https://ais.gov.au/health-wellbeing/covid-19 - Sport Australia: https://www.sportaus.gov.au/ <p>Similarly, 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</p>
<p>Make staff aware of their leave entitlements if they are sick or required to self-isolate.</p>	<p>Whilst our club’s workforce are volunteers, we have made them aware of the above-mentioned symptoms and stipulated that they should stay away from the club and self-isolate in the event that they experience any symptoms.</p>
<p>Display conditions of entry (website, social media, venue entry):</p>	<p>We will display posters, distribute and “share” information about COVID-19 across our digital channels and at appropriate locations around our club house and venue.</p> <p>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.</p> <p>In conjunction with our state governing body, Northern NSW Football, we have developed and promoted amongst our members and stakeholders, a range of resources on COVID-19. These can be downloaded here:</p>

<p>Consider whether appropriate cancellation or flexible booking is available where customers cancel due to COVID-19 factors (such as being unwell or awaiting test results).</p>	<p>All tickets to attend are exclusively available online via StickyTickets. Customers have the option to cancel their tickets prior to the event should they become unwell.</p>
<p>Ensure COVID-19 Safety Plans are in place, where relevant, for: Restaurants and cafes Functions and conferences Community centres and halls (if hiring out space) Community sports</p>	<p>For the purposes of this document, we do not have a restaurant, conference or community centre.</p> <p>When we conduct our canteen operations, we commit to implementing hygiene and social distancing measures including:</p> <ul style="list-style-type: none"> - marking social distancing for queues; - having hand sanitiser at point of sale; - providing gloves for canteen volunteers; and - displaying hand washing directions above sinks - Using electronic payments where possible

REQUIREMENTS	ACTIONS
<p>Physical distancing</p>	
<p>The total number of people in a major recreation facility hosting a ticketed event with allocated seating areas must not exceed 25% of its capacity, to a maximum of 10,000 people.</p>	<p>Grand finals managed by NNSWF will be limited capacity events determined by the size of the venue. For this event, the maximum capacity of patrons attending could be up to 1000 persons at a time. All patrons attending must purchase a ticket prior to the event via StickyTickets.</p> <p>We will limit fixed seating areas to 1 person per every 4 seats. This means that our grandstand capacity is 25% of what it traditionally would be. Whilst members of the same household may sit together, this does not alter the capacity of our grandstand.</p> <p>We have hired an additional 600 seats which means all patrons attending will be able to sit for the duration of the event.</p> <p>Where team benches are permanent (fixed), we will limit the total number of seats to ensure a minimum of 1.5 metres between each member of the coaching staff and substitutes. Where possible, we will mark seats with</p>

	<p>masking tape and if necessary, provide additional seats to extend the length of the bench.</p>  <p>Where team benches are made up of plastic/other moveable chairs, we will position them so they are at least 1.5 metres apart. Further, we will place signage in technical areas promoting social distancing and reposition the chairs at the required distance between matches.</p> 
<p>The total number of people in a major recreational facility hosting a nonticketed or non-seated event must not exceed one person per 4 square metres of publicly accessible space (excluding staff), to a maximum of 500 people.</p>	<p>N/A</p>
<p>Alcohol can only be served to seated patrons.</p>	<p>NNSWF will work within our liquor licencing arrangements to provide a seated area for patrons to consume alcohol through either an allocated area within the grandstand or providing seats in the dedicated area under our licence.</p> <p>All grassed hill areas will be dedicated dry areas. Alcohol will only be able to be consumed in the grandstand as this is the only licenced area.</p>
<p>Seated groups should be separated by 1–2 empty seats on both sides to support physical distancing. Develop strategies to achieve this, such as allocated seating or an allocated seating area. Have strategies in place to ensure physical distancing between non-household groups.</p>	<p>We will place signage at the entrance to all grandstands, as well as signage in the fence in front of the grandstands to remind patrons to have 1-2 empty seats on both sides, and only sit with members of their household.</p> <p>We will also remind patrons through PA announcements to keep social distancing whilst seated in grandstands.</p>
<p>Have strategies in place to prevent co-mingling of spectator groups, such as by using alternate</p>	<p>The majority of our venue is outdoor open space. Our spectators do not generally come from distinct geographical locations and would otherwise be mingling outside of the venue. All areas of the venue will be reminded of social distancing principals.</p>

<p>sections and closing access corridors. Each section should have a designated entry/exit, toilets and food/drink service where practical.</p>	
<p>Consider exiting each section in staggered times to avoid crowding outside the venue. If a facility has multiple grounds, consider staggering the start times of different shows/matches to minimise crowding.</p>	<p>We will ensure that there are multiple exits open for patrons to leave the facility at the end of the match.</p> <p>Both matches will be separate events and as such the venue will be fully cleared before the next match.</p>
<p>Reduce crowding wherever possible and promote physical distancing with markers on the floor in areas where people are asked to queue, such as for ticketing or to order food or drinks, or in areas where people stand, such as along the railing at racetracks. Use separate doors or rope barriers to mark the entry and exit wherever practical.</p>	<p>We will promote and communicate the importance of social distancing of 1.5 metres between spectators (e.g parents/carers). This will be done through PA announcements, marked seating, social media, direct communication and signage.</p> <p>We will indicate the number of people that can occupy indoor spaces in accordance with the 4m² guideline including toilets, change rooms, canteens, club rooms etc.</p>
<p>Use signage at entrances to any halls or exhibit areas to communicate the maximum safe capacity, and consider displaying signage with arrows to direct the flow of visitors through these spaces if crowds are anticipated.</p>	<p>Signs informing that 1000 is the maximum in the facility on the day will be placed at the entry point of our facility.</p> <p>Arrows to all major areas will be shown and staff and security will assist with the exiting of patrons.</p> <p>All change rooms will also include maximum capacity signage throughout our facility.</p>
<p>Consider implementing a time-based booking or ticketing system for long events or popular exhibits to minimise</p>	<p>Our events are match time specific and as such most players and spectators leave after their match has been completed. The extra time allocated between matches discourages patrons from staying around.</p>

crowding across the facility	
If there are security bag checking arrangements in place, have strategies to minimise crowding such as additional staffing and asking people to have their bags open ready for quick visual inspection. If staff need to touch the bag or items within, have hand sanitiser available for them to use before and after.	<p>Our matches do not generally require bag checks upon entry.</p> <p>If any additional security measures are imposed on matches, we will ensure that this is taken into account in the risk assessment and security plan prepared.</p>
Consider strategies to manage crowding during breaks, such as allowing people to bring their own food and drinks into the venue, or additional personnel available to assist with crowd control.	<p>Patrons are always permitted to bring their own food or drink, with the exception of alcohol, into our venue.</p> <p>Reminders will be broadcast over the PA throughout the first half of each match to encourage patrons to visit the canteen or bar prior to half time to help reduce any possible crowding.</p>
Promote online ticket purchasing and electronic ticket checking where these are available.	<p>All ticketing is completed online. Participating clubs are supplied with an electronic link to distributed online to spectators & supporters.</p>
Where reasonably practical, ensure staff maintain 1.5 metres physical distancing at all times including at meal breaks and in any office or meeting rooms.	<p>Our staff will be briefed prior to the event in all social distancing practices.</p>
Use telephone or video for essential staff meetings where practical.	<p>When held, we will conduct club and team meetings via virtual meeting platforms such as Zoom, Facetime, Teams and so on, in place of face- to-face meetings. If we need to meet face to face, we will keep the time to a minimum, implement social distancing requirements by ensuring maximum room allowances are not exceeded and ask participants sit more than 1.5m apart.</p>
Where reasonably practical, stagger start times and breaks for	<p>Our club staff are volunteers and do not adhere to a strict roster. Volunteers have been briefed to ensure that they always remain 1.5m apart from each other.</p>

staff members to minimise the risk of close contact.	
Consider physical barriers such as plexiglass around counters with high volume interactions with customers.	Currently only our entry booth / desk and canteen are high volume areas. We will investigate the use of physical barriers for the key areas and implement if possible.
Review regular deliveries and request contactless delivery and invoicing where practical.	We do not generally get deliveries to the venues, our volunteers pick up all stock and equipment. Volunteers will aim to pick these up in a socially distanced manner where practical.
Have strategies in place to manage gatherings that may occur immediately outside the premises, such as before and after events.	We will ensure our venue is open early enough to prevent any gathering of players outside the venue. It is highly unlikely that patrons gather outside our venue after a match due to the location. Any patrons wishing to continue engagement will be directed to our local pub / hotel sponsors and comply with their requirements.
Coordinate with public transport, where reasonably practical, around strategies to minimise COVID-19 risks associated with transportation to and from the venue for larger events, if crowding on public transport may occur.	With a cap of 1000 persons in our ground, and our ground location – we do not rely on public transport for mass transportation of patrons.
Encourage private transport options to minimise crowding on public transport where practical. Consider whether parking options close to the venue could be discounted or included in the ticket price to support this.	With a cap of 1000 person in our ground, and our ground location – we do not rely on public transport for mass transportation of patrons.

REQUIREMENTS	ACTIONS
Hygiene and Cleaning	
Ensure bathrooms are well stocked with hand	We will: <ul style="list-style-type: none"> - Refill soap in toilets regularly.

soap and paper towels or hand dryers.	<ul style="list-style-type: none"> - Refill paper towel dispensers in toilets when required. - Place bins around the venue. <p>We will promote and provide hand washing guidance to all participants and volunteers: (http://www.who.int/gpsc/clean_hands_protection/en/) and display hand washing guidance in all toilets, changerooms and canteens within our facility.</p>
Have hand sanitiser at key points around the facility, such as entry and exit points.	<p>We will provide hand sanitiser within the venue and ensure it is regularly refilled.</p> <p>We will encourage players, officials, volunteers, and/or their parents/carers to carry personal hand sanitiser to enable good personal hygiene.</p>
Avoid handing out pamphlets, signs or other sponsored materials. Consider digital alternatives.	<p>We will refrain from printing hard copies of our match day programs, and move them to be available on social media and online.</p>
Clean frequently used indoor hard surface areas at least daily with detergent/disinfectant. Clean frequently touched areas and surfaces such as door handles and handrails several times per day.	<p>We will clean frequently used spaces, hard surfaces and objects regularly.</p>
Maintain disinfectant solutions at an appropriate strength and use in accordance with the manufacturers' instructions.	<p>We will store sanitisers, disinfectant solutions and detergents appropriately and use in accordance with the manufacturer's instructions.</p>
Staff should wear gloves when cleaning and wash hands thoroughly before and after with soap and water.	<p>We will encourage volunteers and staff to wear gloves when cleaning and wash their hands thoroughly before and after with soap and water.</p>
Encourage contactless payment options.	<p>We will encourage appropriate food/beverage and cash handling arrangements are in place including the use of correct monetary value to minimise contact and where possible, we encourage contactless electronic payment.</p>

REQUIREMENTS	ACTIONS
Record Keeping	

<p>Keep a record of name and a mobile number or email address for all staff, customers and contractors for a period of at least 28 days. For group bookings, one contact is sufficient to support contact tracing. Ensure records are used only for the purposes of tracing COVID-19 infections and are stored confidentially and securely.</p>	<p>All players, coaches, team officials, match officials and volunteers are required to register and provide contact details through Football Federation Australia's National online registration system - PlayFootball.</p> <p>All fixtures are administered through an online Competition Management System (CMS). If required the Competition Administrator can identify which clubs, specific teams, players, team officials and match officials participated in any given fixture. The CMS is also complemented by team sheets.</p> <p>For the purposes of contact tracing, accompanying parents/spectators will be able to be contacted through the relevant players' mandatory online registration.</p> <p>All patrons, with the exception of players and club staff as outlined above entering the venue will be required to provide their name and a contact number either via the QR code provided, which is held centrally by Northern NSW football for 28 days. In the event a patron is unable to use the QR code there is also a manual sign in form which the club will keep for 28 days also.</p> <p>The sign in form also asks patrons to confirm they have not been to Victoria, or an identified NSW Hotspot in the previous 14 days.</p>
<p>Employers should make staff aware of the COVIDSafe app and the benefits of the app to support contact tracing if required.</p>	<p>We have encouraged all participants to download the COVIDSafe App and the logo is on all Northern NSW Football Signage at the ground.</p>
<p>Cooperate with NSW Health if contacted in relation to a positive case of COVID-19 at your workplace, and notify SafeWork NSW on 13 10 50.</p>	<p>Northern NSW Football commits to working closely with NSW Health should any positive cases be linked to the venue or the club and provide any information necessary.</p>