



## **CAULFIELD & DISTRICT NETBALL ASSOCIATION COVID SAFETY PLAN**

The COVID-19 pandemic has had devastating effects on the activities of many communities globally, leading to significant restrictions on all sectors, including sport. It is widely recognised that the resumption of sport can have a significant impact on the re-establishment of normality in Australian life. It is critical, however, that the return of sport and recreation proceeds cautiously and methodically to ensure that the priority is to preserve public health and minimise the risks of a resurgence of the virus.

The CDNA COVID-19 COVID Safety Plan is intended to provide an overarching plan for the implementation and management of procedures to support the Association and its members and participants to return safely to community sport and club activities. The arrangements set out in this plan are intended to prevent the transmission of COVID-19 amongst members, participants, coaches, officials, administrators/volunteers, visitors, families and the broader community. It encapsulates both sport operations and facility operations at the venue.

This plan is in line with the current Restricted Activity Directions issued by the Victorian Chief Health Officer, alongside guidelines from our State Government, the AIS and our State Sporting Association, Netball Victoria.

### **ORGANISATION DETAILS**

**Name:** Caulfield & District Netball Association

**Contact Person:** Penny Forrest (Netball Operations Manager)

**Phone Number:** 0419 001 201

**Type of Organisation:** Sporting Association

**ABN:** 53 604 368 225

**Address:** PO Box 530, Bentleigh East 3165

**Facility Used:** Duncan MacKinnon Reserve Netball Courts

### **CLEANING AND HYGIENE**

*The following measures will be introduced to ensure all participants and spectators are maintaining personal hygiene.*

- Every team is required to have sanitiser – CDNA has provided a bottle for each of its 184 teams
- Sanitiser provided at the designated entry points to the venue during match days
- Sanitiser stations placed in common areas around the netball courts during match days
- All teams require to have a first aid kit with gloves in it
- Everyone to wash uniforms with soap and water after each match
- Everyone to wash hands with soap and water before and after each match
- Everyone recommended to shower at home before and after matches
- Avoid touching nose, eyes, mouth
- Players required to arrive ready to play (no strapping or dressing to be done)
- Cover face when coughing or sneezing. Cough / sneeze into elbow or a tissue and dispose of tissue in a bin immediately



- All drink bottles and sweat towels to be clearly labelled and stored separately during matches
- No drink bottles or towels to be shared
- Posters will be placed in sight of all participants with these guidelines

*The following outlines the hygiene and cleaning of facilities and equipment to minimise transmission of COVID-19.*

- Appropriate detergents and disinfecting products will be available to effectively clean and sanitise all surfaces
- An increased schedule of cleaning by CDNA COVID Safety Officer
- Cleaning and disinfecting of all personal items brought by staff (eg, mobile phones)
- Wiping down frequently touched surfaces regularly (keyboard, mouse, door handles, light switches, crockery, cutlery, sinks, fridge, desks, tables, microwave, kettle, keys etc)
- Office bins emptied daily
- Communication kept with Council regarding any communal areas such as toilets
- Change rooms will be monitored by CDNA COVID Safety Officers
- The available public toilet is being maintained, cleaned & stocked by Glen Eira Council daily
- Glen Eira Council are providing and maintaining bins throughout the complex
- Cleaning frequency has been increased by the Glen Eira Council
- Goal post padding and netballs will be sanitised by CDNA staff in between matches
- Communal seats/benches will be sanitised by CDNA staff in between matches
- All signs and provided sanitiser will be collected, cleaned, sanitised and stored by CDNA
- The recommendation is to not use the public drinking fountains, so CDNA members have been told to bring 1-2 drink bottles to alleviate the need to fill them up
- CDNA have engaged the services of a professional cleaner to attend the premises following all competition days

### **COMMUNAL FACILITIES SUCH AS CLUB ROOMS AND CHANGE ROOMS**

*CDNA will ensure all indoor, communal facility restrictions are adhered to, including the following.*

- We will work closely with Glen Eira Council, who govern the Duncan MacKinnon Reserve Netball Courts and adjoining Pavilion
- Only a small amount of CDNA staff members will be given access cards / keys to allow any access to the Pavilion.
- Change rooms will be monitored by CDNA COVID Safety Officers, who will ensure compliance with the current standard density quotient of 1 person per 4m<sup>2</sup>
- The kiosk will be open but will be operated under strict guidelines, including managing queues
- Signs will be erected displaying the maximum amount of people allowed in each indoor space. COVID Safety Officers will monitor this throughout the day
- The storerooms will remain closed throughout the match day and only opened to set up and pack up
- An increased schedule of cleaning by CDNA COVID Safety Officer
- CDNA have engaged the services of a professional cleaner to attend the premises following all competition days

## **PHYSICAL CONTACT ACTIVITIES**

*The following protocols and modifications to activities will be implemented to ensure physical distancing is maintained.*

- Each netball court and its surrounds will not have groups of more than 10 together and must not exceed current capacity limits
- Spectators are permitted but CDNA are strongly recommending no more than 1 spectator per player attend the court
- Spectators are subject to the one person per two square metre rule and are required to maintain 1.5m physical distancing, and adhering to all gathering restrictions
- All spectators are required to carry a face mask, which must be worn when 1.5 metre physical distance cannot be maintained
- “Get in, Play, Get Out” – arrival no more than 15 minutes before the match and departure no more than 10 minutes after. No socialising before or after each match
- There will be a break in between games to allow for crowd control and cleaning
- No high 5’s, handshakes, hugs, huddles or pats on backs by any age group
- CDNA COVID Safety Officer will be in attendance to monitor these guidelines

## **ARRIVAL / DEPARTURE**

*The following measures have been put in place to manage the arrival and departure of participants, officials, parents and carers*

- Designated and clearly marked entry and exit points
- CDNA to work with Glen Eira Council to manage extra entry/exit points
- Entry / exit points to have information signs erected and sanitiser available
- A break will be scheduled between the end of a match and beginning of the next
- “Get in, Play, Get Out” – arrival no more than 15 minutes before the match and departure no more than 10 minutes after. No socialising before or after each match
- All clubs and teams given sufficient education and information to know which court number they are on and at what time, to enable efficient movement around courts
- CDNA COVID Safety Officer will be in attendance to monitor these guidelines

*The following is in place to manage record keeping requirements for those attending matches*

- All Team Managers are required to record an accurate Attendance Checklist for players, ensuring every single player is recorded on the scoresheet
- An extra Attendance Checklist and will be provided by CDNA for coaches, scorers, essential personnel and spectators to provide details, which will be retained by CDNA for 28 days
- All CDNA staff members and volunteers will have their attendance recorded through rosters and a QR code

## **SPECTATORS / GATHERINGS**

*The following protocols will be in place to ensure that spectators are gathered appropriately around the venue*

- Each netball court and its surrounds will not have groups of more than 10 together and must not exceed current capacity limits
- Spectators are permitted but CDNA are strongly recommending no more than 1 spectator per player attend the court
- Spectators are subject to the one person per two square metre rule and are required to maintain 1.5m physical distancing, and adhering to all gathering restrictions
- All spectators are required to carry a face mask, which must be worn when 1.5 metre physical distance cannot be maintained
- All members will receive strong advice regarding this particular protocol

- Coaches to organise any necessary communication with parents via another method (phone, email, Zoom etc), not at the courts
- CDNA COVID Safety Officer will be in attendance to monitor these guidelines

### **SHARING EQUIPMENT**

*The following modifications and protocols will be in place to ensure there is no transmission of COVID-19 through the sharing of and contact with equipment.*

- Match balls will be provided by CDNA and will be sanitised before each match
- Training / warm-up balls are to be provided by teams and sanitised before use
- Participants must not share drink bottles, sweat towels, lip balm, whistles, phones
- No food to be brought to matches
- All drink bottles and sweat towels to be clearly labelled and stored separately during matches
- Different teams are not to share equipment in subsequent matches unless it has been thoroughly sanitised in between uses
- If a ball comes onto another court, participants are not to touch it, just kick it back
- Goal post padding will be sanitised by CDNA staff in between matches
- All CDNA COVID Safety Officers will be provided with gloves and a face mask
- CDNA will not be providing bibs or skirts to players / teams who have forgotten them

### **GROUP / TEAM ACTIVITY**

*The protocols in place to enable a safe return of sporting groups in appropriate formats are inclusive of all the above guidelines and restrictions. The following are in addition to these.*

- CDNA's Return to Play Plan and COVID Safety Plan – provided to Glen Eira Council for approval and then all clubs and the CDNA COVID Safety Officers
- CDNA are required to complete the Netball Victoria Return to Community Netball Checklist
- It must be stipulated to all participants that matches are entirely opt-in and cannot be made compulsory by clubs or coaches

### **INDOOR PHYSICAL RECREATION FACILITIES**

*This does not apply to CDNA at Duncan MacKinnon Reserve*

### **PUBLIC AQUATIC CENTRES**

*This does not apply to CDNA to Duncan MacKinnon Reserve*

### **PROTOCOLS**

*The following protocols are in place to encourage participants, officials, parents and carers to undertake a self-assessment to ensure they do not participate or attend while unwell with symptoms of COVID-19*

- Members will be excluded if they have been in contact with a confirmed case of COVID-19 in the last 14 days or have returned from overseas in the last 14 days
- Any immuno-compromised members must consider the feasibility of attending
- The message "Stay home if feeling sick or showing symptoms" is enforced continually
- Posters will be displayed at the venue reiterating the "Stay at Home" message
- Education will be provided to all members regarding transmission and symptoms of COVID-19
- All staff members and volunteers will undertake the "COVID-19 Infection Training" course
- All members are strongly encouraged to download the COVDSAFE App
- The COVID-19 Return to Play Plan guidelines will be given to all members

*The following protocols are in place to exclude people who present with symptoms consistent with COVID-19*

- Signage is placed in visible areas outlining symptoms and actions to take
- CDNA have Notification Protocols that will be distributed and must be followed by all staff.
- Education on COVID-19 Transmission and Symptoms will be circulated amongst all members
- If a person feels sick, they must stay home
- If a person arrives with symptoms, they will be removed immediately and organised transport home
- An attendance checklist must be taken by every team and every spectator on every court in order to maintain contact tracing and must be provided to CDNA upon request
- All staff members and volunteers will undertake the “COVID-19 Infection Training” course, allowing them to know and recognise the symptoms
- If necessary, people with symptoms will be advised to get tested and self-isolate for an appropriate amount of time

*The following procedures will be followed to coordinate and communicate any future changes to our clubs, members and stakeholders*

- Regular briefings with staff members
- Email correspondence to all clubs and members
- Social media used to advise of updates
- Changes posted to CDNA website
- Updated COVID-19 Return to Play Plan distributed via email
- Updated COVID-19 Return to Play Plan printed and distributed to each staff member

## **COMMUNICATION**

*Communication to all of our members is crucial. The following is a list of the measures CDNA will use to communicate current expectations and restrictions, important guidelines, relevant resources, any changes in directions and all updates.*

- Continual email communication with all clubs, teams, delegates and stakeholders
- CDNA website
- Social media platforms (Facebook and Instagram)
- Team App for Representative members and umpires
- The Control Box Supervisor will make announcements over the speaker at every time slot to remind everyone of the guidelines
- The MyNetball platform enables us to communicate individually with all of our members
- Holding online Zoom meetings with all club delegates to explain all protocols
- We are able to, and have in the past needed to in times of great urgency, texted all club delegates from the Association mobile phone

*Coaches/Association staff will be educated on specific risk mitigation strategies through:*

- All staff members and volunteers will undertake the “COVID-19 Infection Training” course
- All staff members will receive a copy of the CDNA Return to Play Plan

*The following protocols are in place if members are not feeling well and must be told to not attend.*

- Any immuno-compromised members must consider the feasibility of attending
- The message “Stay home if feeling sick or showing symptoms” is enforced continually
- Members are encouraged to stay away from those who are sick
- Posters will be displayed at the venue reiterating the “Stay at Home” message
- Education will be provided to all clubs regarding transmission and symptoms of COVID-19
- All members will be strongly encouraged to download the COVDSAFE App

## **FACILITY STAFF**

*The following strategies are in place to support staff working in this environment*

- There will always be at least two senior staff members on at any time, who are able to provide support and assistance to each other
- All staff will have access to printed copies of the Return to Play Plan and supporting documents
- All clubs and members will be advised of the expected and appropriate behaviour
- Walkie talkies are used to ensure fast communication

*The following measures will be implemented to keep staff at minimal risk*

- Staff will be provided with all necessary tools to succeed with their individual roles, along with sufficient cleaning products
- CDNA have decreased the amount of necessary cash handling after introducing a cashless payment option
- There will always be at least two senior staff members on at any time
- Walkie talkies are used to ensure fast communication

## **NON-SPORT ACTIVITIES**

*This does not apply to CDNA to Duncan MacKinnon Reserve*

## **CASUAL FACILITY USERS**

*This does not apply to CDNA to Duncan MacKinnon Reserve*

## **NON-COMPLIANCE**

*The following are CDNA's strategies to address non-compliance.*

- Not allowing spectators to attend any more
- Suspension or expulsion from the CDNA competition
- Possible financial sanctions from CDNA
- Financial penalties from Glen Eira Council or Law Enforcement
- Glen Eira council no longer allowing CDNA to use Duncan MacKinnon Reserve netball courts
- Knowledge that failure to abide by the guidelines can risk the safety of CDNA and our wider community and the subsequent return to previous community lockdowns

## **RELEVANT AND REFERENCED DOCUMENTS**

*The following documents are vital in the planning of the COVID Safety Plan.*

- **Australian Government - [3 Step Framework for a COVIDSAFE Australia](#)**
- **Victorian Department of Health and Human Safety (DHHS) – [Restricted Activity Directions](#)**
- **Australian Institute of Sport - [AIS Framework for Rebooting Sport in a COVID-19 Environment](#)**
- **Netball Australia - [Return to Netball](#)**
  - [Sanitising a netball](#)
  - [Essential Hygiene Protocols](#)
- **Sport & Recreation Victoria - [Return to play for community sport and recreation](#)**
  - [Resumption of sport and recreation activities](#)
- **Netball Victoria – [Return to Community Netball Checklist](#)**
  - [Return to Community Netball Outdoor Venue Guidelines](#)
  - [Return to Community Netball Member Guidelines](#)
  - [Return to Community Netball - Face Masks](#)
  - [Return to Community Netball Spectator Seating](#)
  - [CDNA Attendance Checklist.pdf](#)

## TRANSMISSION – Understanding the transmission patterns of COVID-19

	Explained	Netball Protocols
<b>INFECTIVITY</b>	<ul style="list-style-type: none"> <li>- Highly contagious virus</li> <li>- Incubation period of 5-14 days</li> <li>- Can be infectious 2-3 days before symptoms develop</li> </ul>	<ul style="list-style-type: none"> <li>- Stay at home if unwell or have been exposed to a confirmed case</li> <li>- Must self-isolate for 14 days if exposed</li> </ul>
<b>DIRECT CONTACT</b>	<ul style="list-style-type: none"> <li>- Droplets fly out of mouth/nose during a sneeze, cough or talking</li> <li>- Droplets can be propelled to approximately 2 metres</li> <li>- Droplets can be inhaled by anybody near by</li> </ul>	<ul style="list-style-type: none"> <li>- 1.5 metre physical distancing</li> <li>- cover mouth when coughing/sneezing</li> <li>- cough into elbow or tissue</li> </ul>
<b>INDIRECT CONTACT</b>	<ul style="list-style-type: none"> <li>- Droplets land on surfaces (such as doorknobs and tables), we touch them with our hands and then touch our face</li> <li>- Droplets remain on our hands and transfer to others when we shake hands, hug etc. And vice versa with infected people</li> </ul>	<ul style="list-style-type: none"> <li>- sanitising netball before and after training</li> <li>- limiting use of equipment</li> <li>- washing hands before and after training</li> <li>- using hand sanitiser</li> </ul>
<b>SEVERITY</b>	<ul style="list-style-type: none"> <li>• Mild 81%</li> <li>• Severe 14%</li> <li>• Critical 5%</li> </ul> <p>(Associated with comorbidities such as diabetes, hypertension, cardiovascular disease, cancer, age, dementia, obesity, immunocompromising conditions and medication, chronic lung/kidney/liver disease)</p>	<ul style="list-style-type: none"> <li>- Everyone is at risk, not just players</li> <li>- training must be “Opt-in”</li> <li>- education of vulnerable participants</li> <li>- strict physical distancing measures</li> </ul>



## SYMPTOMS – Recognition and Management

<b>SYMPTOMS OF COVID-19</b>	<ul style="list-style-type: none"> <li>• Fever / chills</li> <li>• Cough</li> <li>• Shortness of breath</li> <li>• Sore throat</li> <li>• Runny nose</li> <li>• <i>Less common symptoms include loss of sense of smell, headache, muscle soreness, nausea, stuffy nose, vomiting, diarrhoea, fatigue, conjunctivitis</i></li> </ul>
<b>EPIDEMIOLOGY (increases the likelihood of infection)</b>	<ul style="list-style-type: none"> <li>• Overseas travel within the last 14 days</li> <li>• From areas where clusters of cases have occurred</li> <li>• Close contact with a confirmed or suspected case in the past 14 days</li> </ul>

## COVID-19 REPORTING PROCEDURE

<b>If you have close contact with a confirmed case of COVID-19</b>	<p><b>** Close contact is defined as face to face for <u>longer</u> than 15 minutes or sharing a closed space for <u>longer</u> than 2 hours **</b></p> <ul style="list-style-type: none"> <li>• Self-isolate for 14 days from the last date of the close contact</li> <li>• See a doctor for testing if you develop symptoms</li> </ul>
<b>What to do if you are unwell</b>	<ul style="list-style-type: none"> <li>• If you have serious symptoms such as difficulty breathing, call 000 and ask for an ambulance</li> <li>• Call your doctor to explain your symptoms before going in to see them</li> <li>• Get tested and self-isolate until the results are back</li> <li>• If the test results are negative, you must still self-isolate until the symptoms have disappeared</li> <li>• If instructed by a Public Health Official, inform your club and CDNA (privacy measures will be in place at all times)</li> <li>• You can contact the 24-hour COVID-19 hotline on 1800 675 398</li> </ul>
<b>Managing a confirmed case of COVID-19</b>	<p><i>Contact Tracing:</i> - notify your club and the CDNA Netball Operations Manager of infection          - the compulsory attendance checklists will be used to determine contacts to be advised          - the COVIDSAFE app will be used by Public Health Officers to track and advise contacts</p> <hr/> <p><i>Individual Care:</i> - follow the advice of your doctor          - self-isolate with strict personal hygiene measures          - you will be notified by a Public Health Officer via your doctor when it is safe to cease isolation</p> <hr/> <p><i>Return to Netball:</i> - medical clearance by a doctor is required (for both your safety and that of others)          - graded return to sport due to long term decreased exercise capacity</p>

# PAVILION

ENTRY



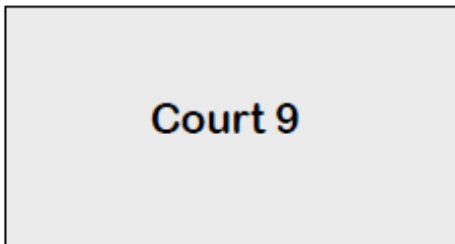
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EXIT



Court 1

ENTRY



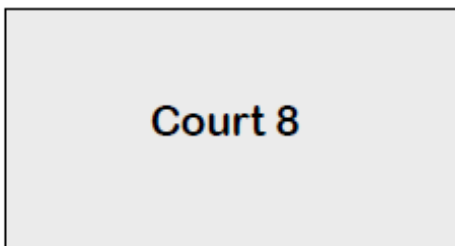
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Court 2



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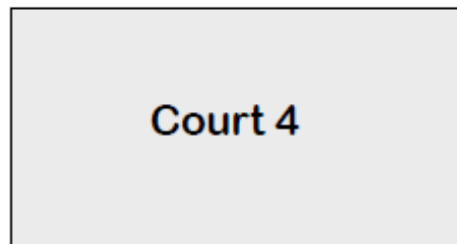
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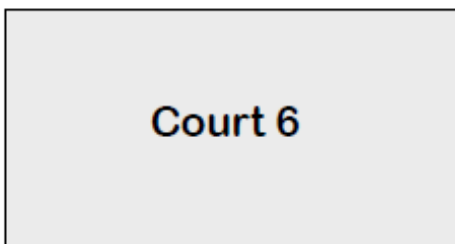
Court 7



Court 4



ENTRY



Court 6



Court 5



EXIT

MURRUMBEENA RD



CAULFIELD & DISTRICT  
NETBALL ASSOCIATION