

MANNING RIVER DRAGON BOAT CLUB



COVID-19 SAFETY PLAN

Club	Manning River Dragon Boat Club
Location	Manning River, Taree
Club Facility Location	Exchange Hotel, Taree
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Plan last updated	22/7/2020
Alexandra Glencross is responsible for this document	

Table of Contents

1. Introduction	3
2. Key Principles	3
3. Responsibilities under this Plan	4
4. Return to Sport Arrangements	5
4.1. AIS Framework Arrangements	5
4.2. Roadmap to a COVIDSafe Australia	5
5. Recovery	5
Appendix: Outline of Return to Sport Arrangements	6
Part 2 – Facility Operations	10

1. Introduction

The purpose of this COVID-19 Safety Plan (**Plan**) is to provide an overarching plan for the implementation and management of procedures by MRDBC to support the club and its members and participants in the staged resumption of community sport and club activities.

The arrangements set out in this Plan are intended to prevent the transmission of COVID-19 among members, participants, coaches, officials, administrators/volunteers, visitors, families and the broader community. The Plan provides the framework to govern the general operation of the MRDBC any facilities it controls, the playing/training behaviour of all members and participants and the monitoring and reporting of the health of attendees at MRDBC

This Plan includes, but is not limited to, the conduct of:

- a. staged training and competition activities (sport operations); and
- b. facility management and supporting operations (facility operations).

At all times the Plan is subject to all regulations, guidelines and directions of government and public health authorities.

2. Key Principles

This Plan is based on, and accepts, the AIS [Framework for Rebooting Sport in a COVID-19 Environment](#) (**AIS Framework**) and the [National Principles for the Resumption of Sport and Recreation Activities](#) (**National Principles**).

The Plan also accepts as key principles that:

- The health and safety of members, participants, coaches, officials, administrators/volunteers, visitors, families and the broader community is the number one priority;
- Members, participants, coaches, officials, administrators/volunteers, families and the broader community need to be engaged and briefed on MRDBC's return to sport plans;
- Facilities are assessed and appropriate plans are developed to accommodate upgraded hygiene protocols, physical distancing and other measures to mitigate the risk of transmission of COVID-19;
- Training cannot resume until the arrangements for sport operations and facility operations are finalised and approved, if necessary; and
- At every stage of the return to sport process MRDBC must consider and apply all applicable State and Territory Government and local restrictions and regulations. MRDBC needs to be prepared for any localised outbreak at our facilities, within our competitions or in the local community.

3. Responsibilities under this Plan

MRDBC retains the overall responsibility for the effective management and implementation of the return to sport activities and operations outlined in this Plan.

The Committee of MRDBC is responsible for:

- Drafting the Plan and submitting it to DBNSW for approval.
- Approving the Plan and overseeing the implementation of the arrangements in the Plan; and
- Revising the Plan as required, ensuring it reflects up to date information from government and public health officials.

The Committee has appointed the following person as the MRDBC COVID-19 Safety Coordinator to execute the delivery of the Plan and to act as a point of contact for information relating to this Plan:

Name	Alexandra Glencross
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MRDBC expects all members, participants, coaches, officials, administrative staff and volunteers to:

- Comply with the health directions of government and public health authorities as issued from time to time;
- Understand and act in accordance with this Plan as amended from time to time;
- Comply with any testing and precautionary measures implemented by MRDBC
- Act with honesty and integrity in regard to the state of their personal health and any potential symptoms; and
- Monitor their health and take a cautious approach to self-isolation and reporting of potential symptoms.

4. Return to Sport Arrangements

As at the date of this Plan, participants are not training. It was decided by the committee that training would not commence until Level C was approved by the Australian government. The Plan outlines specific sport requirements that MRDBC will implement for Level C of the AIS Framework.

MRDBC will transition to the training activity and facility use as outlined in Level C of the AIS Framework when permitted under local restrictions and regulations.

4.1. AIS Framework Arrangements

The protocols for conducting sport operations and facility operations under Level B and Level C of the AIS Framework are set out in the Appendix.

4.2. Roadmap to a COVIDSafe Australia

MRDBC will also comply with the Australian government's Roadmap to a COVIDSafe Australia, which places limits on the type of activity that can be conducted and the number of people who can gather at facilities, notwithstanding the activities permitted by the AIS Framework (see below).

AIS Activities	Level A: Training in no more than pairs. Physical distancing required.	Level B: Indoor/outdoor activity. Training in small groups up to 10. Physical distancing required.		Level C: Full sporting activity (training and competition) allowed. No restriction on numbers. Contact allowed.	
Roadmap Activities	N/A	Step 1: No indoor activity. Outdoor sport (up to 10 people) consistent with AIS Framework.	Step 2: Indoor/outdoor sport up to 20 people. Physical distancing (density 4m ²).	Step 3: Venues allowed to operate with up to 100 people with physical distancing. Community sport expansion to be considered consistent with AIS Framework.	Further steps TBC

5. Recovery

When public health officials determine that the outbreak has ended in the local community, MRDBC will consult with relevant authorities to identify criteria for scaling back its COVID-19 prevention actions. MRDBC will also consider which protocols can remain to optimise good public and participant health.

At this time the Committee of MRDBC will consult with key stakeholders to review the delivery of its return to sport arrangements and use feedback to improve organisational plans and systems.

Appendix: Outline of Return to Sport Arrangements

Part 1 – Sport Operations

Area	Plan Requirements (for activities under AIS Framework Level C)
Approvals	<p>MRDBC must obtain the following approvals to allow a return to training/competition at Level C:</p> <ul style="list-style-type: none">• Relaxation of public gathering restrictions to enable training to occur. (With effect from 1 July 2020 the NSW government approved the resumption of community sporting activities involving up to 500 participants (players, people training, officials and spectators). Where the activity involves more than 20 participants, the organiser must have a COVID-19 Safety Plan in place)• Local government and Exchange Hotel owner approval to training/competition at venue, if required.• DBNSW approval to return to full training competition. (Approved with effect from 1 July. Training to be in accordance with DBNSW guidelines issued on 29 June 2020 that permit a maximum of 20 persons (including up to 18 paddlers) in a Standard (20s) boat and up to 12 persons (including up to 10 paddlers) in a small (10s) boat. Competition may occur under Level C subject to following additional processes yet to be advised)• Club committee has approved return to full training as of 5th August 2020.• Insurance arrangements confirmed to cover training and competition.

Training Processes

- MRDBC training sessions will follow the AIS Framework principles – full sporting activity that can be conducted in groups of any size (subject to COVIDSafe Roadmap).
- MRDBC training to follow the “*Get in, train, get out*” principle.
- Limit unnecessary social gatherings.
- MRDBC will provide the full range of on and off water training activities appropriate to building the fitness, endurance and skill levels of members.
- MRDBC members will participate in training at a level consistent with their individual requirements, e.g. with the aim of competitive paddling, social paddling, or acquiring new skills (e.g. coach/sweep).
- Physical contact between members before, during and post training should be minimised. Unnecessary contact, including high fives or handshakes, should be avoided.
- Hand sanitiser will be available at the entrance to the cage for use by members prior to registering attendance. Members should also use hand sanitiser on completion of the session and otherwise as required.
- Boats and trolleys are to be cleaned with cleaner/disinfectant after each use. Particular attention is to be paid to cleaning high touch areas including gunwales, seats, sweep oars.
- Personal hygiene encouraged (e.g. wash hands prior to training, no spitting or coughing)
- Members are not to share personal equipment and are encouraged to maintain high standards of personal hygiene (e.g. sanitise/wash hands prior to training, no spitting or coughing).
- Members should, if possible, use their own paddle at training. A member using a club paddle should clean/sanitise the paddle before and after use and return to the cage after use.
- As far as practicable members should maintain physical distancing while travelling to and from training sessions.
- All members are to register attendance at training sessions using the club’s normal training attendance procedure.

Personal health

- MRDBC members are responsible for monitoring their own health and should not feel under any pressure to resume dragon boat training until they are comfortable with doing so.
- Members should not attend the cage or participate in training sessions if they feel that their personal health is at risk.
- To assist in preventing the community transmission of COVID-19, members should download the COVIDSafe app (if applicable) and should also consider obtaining a seasonal flu shot.
- Members should not attend training in any capacity if feeling unwell (including any signs/symptoms of cold, flu, COVID-19 or other illness) or if they have been caring for anyone in such circumstances.
- To minimise the risk of injury members should resume training at a graduated rate with which they are comfortable. Members should discuss their individual requirements with club coaches as required.
- Any member who feels unwell during the course of a training session should immediately cease physical activity and inform their coach or sweep.
- Members should avoid physical greetings (i.e. hand shakes, high fives etc.) and avoid coughing, clearing nose, spitting, etc.
- Members are to provide their own water supply, insect repellent and sunscreen. These items should not be shared with others and containers should be wiped down with sanitiser or cleaner before and after use.
- Members wishing to use personal protective equipment (PPE), e.g. mask, gloves, etc, during training sessions are responsible for providing their own PPE.
- Members should launder their own training uniform and wash/clean personal equipment after use.

<p>Hygiene</p>	<ul style="list-style-type: none"> • MRDBC members are encouraged to maintain high standards of personal hygiene (e.g. sanitise/wash hands prior to training, no spitting or coughing). • Members should shower at home before and after training. • A hand sanitiser station will be established at the entrance to the cage for each scheduled training session. • Boats and trolleys are to be cleaned with cleaner/disinfectant after each training session. Particular attention is to be paid to cleaning high touch areas including gunwales, seats, sweep oars and moving dolly frames. The crew using the boat for a training session will be responsible for cleaning the boat as directed by the sweep designated for that crew. • MRDBC will provide hand sanitiser and cleaning products to meet these hygiene requirements and will be responsible for replenishing stocks as required. Replenishment stocks will be stored in the storeroom at the back of the cage. • The club's designated COVID-19 Safety Officer will monitor health and hygiene advice and guidance issued by AusDBF, DBNSW and state and local government authorities and update this safety plan as required.
<p>Communications</p>	<ul style="list-style-type: none"> • Prior to returning to full training and competition under Level C, MRDBC will inform all members of the associated changes to paddling protocols using the normal communications channels - email, facebook and the website. • MRDBC communications with members will continue to reinforce government and DBNSW guidelines applicable to full training and competition. • MRDBC encourages members to use the COVIDSafe app and access to mental health and wellbeing counselling as for Level B. • Posters encouraging good personal hygiene practices in and around MRDBC training sessions and facilities will be displayed in prominent locations at the cage. • A range of COVID-19 mental health and wellbeing counselling services is available online and via telephone including Beyond Blue (website or phone 1800 512 348); the NSW government website (COVID 19 page) or Mental Health Line phone 1800 011 511; and the Australian government Department of Health website (COVID 19 Support page).

Part 2 – Facility Operations

Area	Plan Requirements (for activities under AIS Framework Level C)
Approvals	<p>MRDBC must obtain the following approvals to allow use of club facilities at Level C:</p> <ul style="list-style-type: none"> • Relaxation of public gathering restrictions to enable full training/competition to occur. (With effect from 1 July 2020 the NSW government approved the resumption of community sporting activities involving up to 500 participants (players, people training, officials and spectators). Where the activity involves more than 20 participants, the organiser must have a COVID-19 Safety Plan in place) • State/Territory Government approval of the resumption of facility operations. • Club committee has approved plan for use of club facilities. • Insurance arrangements confirmed to cover facility usage.
Facilities	<ul style="list-style-type: none"> • Return to full use of Club facilities providing social distancing, when not in the boat, is in place and hand sanitiser is used. Members must sign the Register of Attendance stating they are covid free. • Hygiene and cleaning protocols - members must use hand sanitiser on arrival, before signing the register. All Club equipment will be sanitised after each training session. • The club will provide hand sanitiser, hand wash and masks if members feel the need to use one. Members may provide their own Personal Protective Equipment (PPE) and personal hygiene cleaning solutions.
Facility access	<ul style="list-style-type: none"> • Restrictions on facility access to limit anyone who has: <ul style="list-style-type: none"> – COVID-19 or has been in direct contact with a known case of COVID-19 in the previous 14 days. – Flu-like symptoms or who is a high health risk (e.g. due to age or pre-existing health conditions). – Travelled internationally in the previous 14 days. • All members may attend the club facility with a maximum of 40 paddlers, sweeps and coaches. • Any spectators should observe physical distancing requirements (1.5 metres) and density requirements (one person per 4 square metres). • Non-essential personnel to be discouraged from entering the cage. • Members must remain 1.5 metres apart at all times except when on the boat for training. • Detailed attendance register to be kept.

<p>Hygiene</p>	<ul style="list-style-type: none"> • MRDBC will provide hand sanitiser at the cage and on the boat. Members should use sanitiser on arrival and at the conclusion of training • Boats and trolleys are to be cleaned with cleaner/disinfectant after each occasion of use. Particular attention is to be paid to cleaning high touch areas including gunwales, seats, sweep oars and moving dolly frames. The crew using the boat for a training session will be responsible for cleaning the boat and dolly as directed by the sweep designated for that crew. • In addition to cleaning of boats and trolleys,, other equipment in the cage used by members during training session, e.g. tables, phone, key storage, etc, will be cleaned prior to and on completion of each scheduled training session. • Members are not to share personal equipment and are encouraged to maintain high standards of personal hygiene (e.g. sanitise/wash hands prior to training, no spitting or coughing). • MRDBC members should, as far as practicable, maintain physical distancing while travelling to and from training sessions. • Posters encouraging good personal hygiene practices in and around FDPM training sessions and facilities will be displayed in prominent locations in the cage • Any member reconciling paddling levies for a training session is to wear gloves while handling cash and, on completion, is to sanitise all equipment used for collecting levies. • MRDBC will provide hand sanitiser, cleaning products and appropriate PPE to meet requirements for hygiene and adequate cleaning of the cage and its contents, boats and other club facilities. Replenishment stocks of sanitiser, cleaning products and PPE will be stored in the storeroom in the cage. • MRDBC will provide adequate rubbish containers for used cleaning materials and arrange for the disposal of cleaning waste after each training session.
<p>Management of unwell participants</p>	<ul style="list-style-type: none"> • Any member becoming ill during a scheduled training session should immediately cease physical activity and inform the coach or sweep. The member should be asked to return home as soon as possible and to seek medical attention if required. If required, other members should assist the ill member. • Any member becoming ill with symptoms of COVID-19 during training should return home as soon as possible assisted by other members as required. All training should cease immediately and any area or equipment contacted by the ill member should be thoroughly cleaned as soon as possible. MRDBC will contact the NSW Health COVID-19 Helpline (1800 020 080) for guidance on other action required. NSW Health should be informed that full records of all attendees at the training session are available. DBNSW is also to be informed of the incident to ensure access to relevant Safe365 data is provided to NSW Health for contact training purposes. • Any MRDBC member using the club's first aid equipment to provide first aid to another member is to use the PPE (mask and gloves) provided.

Club responsibilities	<p>MRDBC will oversee:</p> <ul style="list-style-type: none">• Provision and conduct of hygiene protocols as per this Plan.• The capture of a record of attendance at all training and club activities and maintaining an up-to-date log of attendance.• Oversight of hygiene measures and attendance recording• Operation of the club's facilities in support of all Level C training and competition activities in accordance with this Plan.
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