



## EASTERN GYMNASTICS ACADEMY

# COVID-19 SAFETY PLAN

<b>[Association/Club]</b>	GymNSW
<b>[Ground Location]</b>	7-11 Allen Street, Waterloo, NSW
<b>[Club Facility Location]</b>	WATERLOO
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<b>Version</b>	1.1
<b>Ken Coleman is responsible for this document</b>	

# Template Instructions

1. The Australian Institute of Sport (**AI**S) has published a “Framework for Rebooting Sport in a COVID-19 Environment” to inform the resumption of sporting activity in Australia, including community sport. Sport Australia has separately developed a “Return to Sport Checklist for Clubs and Associations” that provides operational guidance to local sporting clubs and associations on considerations that should be taken into account to appropriately resume sport and club operations.
2. To support the AIS and Sport Australia return to sport documents, Sport Australia has developed this COVID-19 Safety Plan template. This template can be used by associations and clubs to consolidate their planning for the resumption of activities at its club. Your association/club should review the Sport Australia Checklist and document its operational requirements for return to sport in the Appendix to this COVID-19 Safety Plan.
3. Yellow highlighting within brackets i.e. [ ] indicates further information is required from an association/club prior to finalising and adopting the COVID-19 Safety Plan. Before finalising, insert relevant information where highlighted in yellow and delete these template instructions.
4. Your association/club’s COVID-19 Safety Plan should be appropriately ratified within your club’s governance arrangements and regularly reviewed to ensure it remains fit for purpose and aligned with the AIS Framework, government restricted activity measures, public health advice and health and safety laws.
5. **DISCLAIMER:** This template does not constitute legal or health and safety advice. A club should take its own professional advice regarding the development and contents of its COVID-19 Safety Plan.

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# 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 Eastern Gymnastics Academy EGA 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 Eastern Gymnastics Academy] any facilities it controls, the playing/training behaviour of all members and participants and the monitoring and reporting of the health of attendees at Eastern Gymnastics Academy facilities.

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 Eastern Gymnastics Academy'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 EGA must consider and apply all applicable State and Territory Government and local restrictions and regulations. EGA needs to be prepared for any localised outbreak at our facilities, within our competitions or in the local community.

### 3. Responsibilities under this Plan

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

The Directors of Eastern Gymnastics Academy is responsible for:

- 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 Directors have appointed the following persons as the EGA COVID-19 Safety Coordinator/**INFECTION CONTROL OFFICERS** to execute the delivery of the Plan and to act as a point of contact for information relating to this Plan:

<b>Names</b>	KEN COLEMAN / NICHOLE CLEAVEN/ JESS DAWE/ ALEXANDRA VENIANAKIS
<b>Contact Email</b>	ega.gymnastics.coach@gmail.com
<b>Contact Number</b>	0401 192 673

Eastern Gymnastics Academy 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 Eastern Gymnastics Academy;
- 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 training at Level A of the AIS Framework. The Plan outlines specific sport requirements that Eastern Gymnastics Academy will implement for Level B and Level C of the AIS Framework.

Eastern Gymnastics Academy will transition to the training activity and facility use as outlined in Level B of the AIS Framework and the training/competition activities and facility use 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

Eastern Gymnastics Academy 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).

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

## 5. Recovery

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

At this time the Directors of Eastern Gymnastics Academy 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

[Note – examples provided in this Appendix relate to Club operations. Adjustments may be made for the return to sport arrangements of Associations]

### Part 1 – Sport Operations

Area	Plan Requirements (for activities under AIS Framework Level B)	Plan Requirements (for activities under AIS Framework Level C)
<b>Approvals</b>	<p>The club must obtain the following approvals to allow a return to training at Level B:</p> <ul style="list-style-type: none"> <li>• State/Territory Government approval of the resumption of community sport.</li> <li>• Relaxation of public gathering restrictions to enable training to occur.</li> <li>• Local government/venue owner approval to training at venue, if required.</li> <li>• National/state sporting body/local association approval of return to training for community sport.</li> <li>• Club committee has approved return to training for club.</li> <li>• Insurance arrangements confirmed to cover training.</li> </ul>	<p>The club must obtain the following approvals to allow a return to training/competition at Level C:</p> <ul style="list-style-type: none"> <li>• Relaxation of public gathering restrictions to enable training to occur.</li> <li>• Local government/venue owner approval to training/competition at venue, if required.</li> <li>• National/state sporting body/local association approval to return to training/competition for community sport.</li> <li>• Club committee has approved return to competition for club.</li> <li>• Insurance arrangements confirmed to cover competition.</li> </ul>
<b>Training Processes</b>	<p>[Club to detail specifics of training processes. Should cover:</p> <ul style="list-style-type: none"> <li>• Gymnasts will enter from the front door, through the foyer, and will exit from the rear door of the gym to the carpark.</li> <li>• Length and scheduling of training sessions to reduce overlap.</li> <li>• Groups will be limited to no more than 10 athletes, drills will be set up according to the number of athletes, with sufficient distance between to maintain social distancing requirements. Skills will be trained so as to minimise the amount of spotting necessary, and there will be no unnecessary contact such as high fives or handshakes.</li> </ul>	<p>[Club to detail specifics of training processes. Should cover:</p> <ul style="list-style-type: none"> <li>• Gymnasts will enter from the front door, through the foyer, and will exit from the rear door of the gym to the carpark.</li> <li>• Length and scheduling of training sessions to reduce overlap.</li> <li>• Groups will be limited to no more than 10 athletes, drills will be set up according to the number of athletes, with sufficient distance between to maintain social distancing requirements. Skills will be trained so as to minimise the amount of spotting necessary, and there will be no unnecessary contact such as high fives or handshakes.</li> </ul>

	<ul style="list-style-type: none"> <li>• Areas have been marked out to allow social distancing at each apparatus</li> <li>• Sanitiser/disinfectant in located at each station, as well as at the front of the gym, and at the entry</li> <li>• High touch surfaces to be disinfected after each group, with equipment difficult to sanitise hands and feet of the athlete will be sanitised before and after every turn on equipment</li> <li>• All Grips, chalk, loops and gloves must be brought form home and taken home each session</li> <li>• All athletes must bring their own water bottle as there will be no access to bubblers</li> <li>• Hands must be sanitised on entry, and regularly throughout the session</li> <li>• A Training attendance register kept.</li> </ul>	<ul style="list-style-type: none"> <li>• Areas have been marked out to allow social distancing at each apparatus</li> <li>• Sanitiser/disinfectant in located at each station, as well as at the front of the gym, and at the entry</li> <li>• High touch surfaces to be disinfected after each group, with equipment difficult to sanitise hands and feet of the athlete will be sanitised before and after every turn on equipment</li> <li>• All Grips, chalk, loops and gloves must be brought form home and taken home each session</li> <li>• All athletes must bring their own water bottle as there will be no access to bubblers</li> <li>• Hands must be sanitised on entry, and regularly throughout the session</li> <li>• A Training attendance register kept.</li> </ul>
<b>Personal health</b>	<ul style="list-style-type: none"> <li>• Graded return to sport to avoid injury as per GA return to sport protocols</li> <li>• Staff and student s are not to attend if unwell, or have been in contact with a known case of covid-19 Hands prior to, during and after training and use of hand sanitiser.</li> <li>• No non-essential physical contact – no high fives etc</li> <li>• Cover mouth and nose if you need to cough</li> <li>• Athletes not to attend in school uniform or clothes that have been worn all day</li> </ul>	<ul style="list-style-type: none"> <li>• Graded return to sport to avoid injury as per GA return to sport protocols</li> <li>• Staff and student s are not to attend if unwell, or have been in contact with a known case of covid-19 Hands prior to, during and after training and use of hand sanitiser.</li> <li>• No non-essential physical contact – no high fives etc</li> <li>• Cover mouth and nose if you need to cough</li> <li>• Athletes not to attend in school uniform or clothes that have been worn all day</li> </ul>
<b>Hygiene</b>	<ul style="list-style-type: none"> <li>• All apparatus will be cleaned inline with GymNSW and Safe Work Protochols</li> <li>• Sanitiser and disinfectant will be available at apparatus stations throughout the gym to facilitate safe hygiene practises</li> </ul>	<ul style="list-style-type: none"> <li>• All apparatus will be cleaned inline with GymNSW and Safe Work Protocols</li> <li>• Sanitiser and disinfectant will be available at apparatus stations throughout the gym to facilitate safe hygiene practises</li> </ul>
<b>Communications</b>	<ul style="list-style-type: none"> <li>• The club is communicating with members using a number of platforms including email, Facebook posts, Instagram posts and Team App to keep them informed of all our new procedures.</li> <li>• GymNSW parents andbook has been distributed along with a powerpoiint presentation to be shown to all athletes as they arrive, and to be distributed to members</li> </ul>	<ul style="list-style-type: none"> <li>• The club is communicating with members using a number of platforms including email, Facebook posts, Instagram posts and Team App to keep them informed of all our new procedures.</li> <li>• GymNSW parents handbook has been distributed along with a powerpoiint presentation to be shown to all athletes as they arrive, and to be distributed to members</li> </ul>



	<ul style="list-style-type: none"> <li>• Endorsement of government COVIDSafe app and encouragement to players, coaches, members, volunteers and families to download and use app.</li> <li>• Posters displaying good hygiene practices have been displayed around the facility, including in the entrance foyer, the gym, bathrooms etc.</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Endorsement of government COVIDSafe app and encouragement to players, coaches, members, volunteers and families to download and use app. Staff encouraged to have flu vaccine.</li> <li>• Posters displaying good hygiene practices have been displayed around the facility, including in the entrance foyer, the gym, bathrooms etc.</li> </ul>
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## Part 2 – Facility Operations

Area	Plan Requirements (for activities under AIS Framework Level B)	Plan Requirements (for activities under AIS Framework Level C)
<b>Approvals</b>	<p>The club must obtain the following approvals to allow use of club facilities at Level B:</p> <ul style="list-style-type: none"> <li>• State/Territory Government approval of the resumption of facility operations.</li> <li>• Local government/venue owner approval to use of facility, if required.</li> <li>• Club committee has approved plan for use of club facilities.</li> <li>• Insurance arrangements confirmed to cover facility usage.</li> </ul>	<p>The club must obtain the following approvals to allow use of club facilities at Level C:</p> <ul style="list-style-type: none"> <li>• State/Territory Government approval of the resumption of facility operations.</li> <li>• Local government has given approval to use of facility, if required.</li> <li>• Club committee has approved plan for use of club facilities.</li> <li>• Insurance arrangements confirmed to cover facility usage.</li> </ul>
<b>Facilities</b>	<ul style="list-style-type: none"> <li>• There will be no access to changerooms, and bathrooms will only be available to staff and participants</li> <li>• No parent or non-participants will be allowed into the facility, with the exception of 1 carer with Kindergym participants</li> <li>• All high contact equipment will be cleaned after each group/child has used them. In the case of bars, beam and vault the athletes will be required to sanitise hands and feet before and after each turn.</li> </ul>	<ul style="list-style-type: none"> <li>• There will be no access to changerooms, and bathrooms will only be available to staff and participants</li> <li>• No parent or non-participants will be allowed into the facility, with the exception of 1 carer with Kindergym participants</li> <li>• All high contact equipment will be cleaned after each group/child has used them. In the case of bars, beam and vault the athletes will be required to sanitise hands and feet before and after each turn.</li> <li>• Vinyl Matting will mopped at the completion of each session along with trampolines</li> </ul>

	<ul style="list-style-type: none"> <li>• Vinyl Matting will mopped at the completion of each session along with trampolines</li> <li>• Floor Matting will be vacuumed daily.</li> </ul>	<ul style="list-style-type: none"> <li>• Carpets have been sanitised and will be vacuumed daily</li> </ul>
<b>Facility access</b>	<p>[Club to detail specifics of facility access protocols. Should cover:</p> <ul style="list-style-type: none"> <li>• Prior to entry, a register of all attendees will be taken, and no unregistered attendees will be admitted.</li> <li>• All attendees will be temperature tested prior to entry, and all will be required to sanitise hands upon entry</li> <li>• No one who has: <ul style="list-style-type: none"> <li>– COVID-19 or has been in direct contact with a known case of COVID-19 in the previous 14 days.</li> <li>– Flu-like symptoms or who is a high health risk (e.g. due to age or pre-existing health conditions).</li> <li>– Travelled internationally in the previous 14 days.</li> </ul> <p>Will be allowed to enter the facility</p> </li> <li>• Only registered participants and Staff will be allowed entry to the facility, with the exception of one parent/carer for Kindergym. No more than 100 people will be allowed in the facilitate at a time, and group numbers will be limited to a maximum of 10</li> <li>• No Spectators will be allowed within the facility</li> </ul>	<p>[Club to detail specifics of facility access protocols. Should cover:</p> <ul style="list-style-type: none"> <li>• Prior to entry, a register of all attendees will be taken, and no unregistered attendees will be admitted.</li> <li>• All attendees will be temperature tested prior to entry, and all will be required to sanitise hands upon entry</li> <li>• No one who has: <ul style="list-style-type: none"> <li>– COVID-19 or has been in direct contact with a known case of COVID-19 in the previous 14 days.</li> <li>– Flu-like symptoms or who is a high health risk (e.g. due to age or pre-existing health conditions).</li> <li>– Travelled internationally in the previous 14 days.</li> </ul> <p>Will be allowed to enter the facility</p> </li> <li>• Only registered participants and Staff will be allowed entry to the facility, with the exception of one parent/carer for Kindergym. No more than 100 people will be allowed in the facilitate at a time, and group numbers will be limited to a maximum of 10</li> <li>• No Spectators will be allowed within the facility</li> <li>•</li> </ul>
<b>Hygiene</b>	<ul style="list-style-type: none"> <li>• Sanitiser to be used on hands, and where necessary feet in line with GymNSW guidelines <ul style="list-style-type: none"> <li>– Hand sanitiser is available at the gym entry, as well as the front of the gym, and also coaches will have a cleaning toolkit with them to allow for sanitising of and feet as necessary</li> <li>– Stations will be sanitised regularly throughout the session</li> <li>– High touch surfaces will be cleaned after each class/group</li> <li>– Displaying posters outlining relevant personal hygiene guidance.</li> <li>– Avoiding shared use of equipment, or where necessary will be sanitised between participants</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Sanitiser to be used on hands, and where necessary feet in line with GymNSW guidelines <ul style="list-style-type: none"> <li>– Hand sanitiser is available at the gym entry, as well as the front of the gym, and also coaches will have a cleaning toolkit with them to allow for sanitising of and feet as necessary</li> <li>– Stations will be sanitised regularly throughout the session</li> <li>– High touch surfaces will be cleaned after each class/group</li> <li>– Displaying posters outlining relevant personal hygiene guidance.</li> <li>– Avoiding shared use of equipment, or where necessary will be sanitised between participants</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>- Rubbish bins will be located strategically around the facility to allow for disposal of items</li> <li>- GymNSW/GA cleaning guidelines will be adhered to</li> </ul>	<ul style="list-style-type: none"> <li>- Rubbish bins will be located strategically around the facility to allow for disposal of items</li> </ul> <p>GymNSW/GA cleaning guidelines will be adhered to – cleaning checklist maintained</p>
<p><b>Management of unwell participants</b></p>	<ul style="list-style-type: none"> <li>• Should a participant feel unwell, they will be isolated in the office, and their parents called to collect them. The club will follow up the next day to ascertain the condition of the participant, and if further notification is needed</li> <li>• All staff have been trained as to the correct procedures for dealing with a suspected case of Covid 19</li> <li>• In the event of a positive case of Covid-19, the GymNSW safety officer will be contacted to assist with notification of health authorities, and contact tracing</li> </ul>	<ul style="list-style-type: none"> <li>• Should a participant feel unwell, they will be isolated in the upstairs office, and their parents called to collect them. The club will follow up the next day to ascertain the condition of the participant, and if further notification is needed</li> <li>• All staff have been trained as to the correct procedures for dealing with a suspected case of Covid 19</li> <li>• In the event of a positive case of Covid-19, the GymNSW safety officer will be contacted to assist with notification of health authorities, and contact tracing</li> </ul>
<p><b>Club responsibilities</b></p>	<p>The club will oversee:</p> <ul style="list-style-type: none"> <li>• Provision and conduct of hygiene protocols as per the Plan.</li> <li>• The capture of a record of attendance at all training and club activities and maintaining an up-to-date log of attendance.</li> <li>• Coordination of Level B field and training operations.</li> <li>• Operation of the club’s facilities in support of all Level B training activities in accordance with this Plan.</li> </ul>	<p>The club will oversee:</p> <ul style="list-style-type: none"> <li>• Provision and conduct of hygiene protocols as per the Plan.</li> <li>• The capture of a record of attendance at all training and club activities and maintaining an up-to-date log of attendance.</li> <li>• Coordination of Level B field and training operations.</li> </ul> <p>Operation of the club’s facilities in support of all Level B training activities in accordance with this Plan.</p>