

# **BHMG**

## **Burringbar Park**

### **Hockey Facility**



## **COVID-19 Safety**

### **Management Plan**

**Under Stage 3 Restrictions.**

08 July 2020 Version 2.0

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## 1. Purpose

- To reduce exposure to the spread of the Coronavirus (COVID-19).
- To establish agreed protocols for the management of athletes and personnel attending the Burringbar Park Hockey Facility (BP) at Chermide.
- To enable training and games to resume under Stage 3 of the Roadmap to easing Queensland's restrictions.

## 2. Document History & Control

- This Safety Management Plan applies from noon Friday July 3 2020 when contact training and games shall commence and is subject to directives issued by the Queensland Chief Health Officer.
- It will remain in effect in line with Queensland Health directives, as restrictions are enacted, or otherwise altered, varied or discontinued when COVID-19 control measures are either rescinded or re-activated.
- This Safety Management Plan is only valid on the last date of distribution; it currently resides locally with the BHMGM Secretary who should be contacted if you are in doubt of the authenticity or currency.

| DISTRIBUTION REGISTER |               |                  |             |              |
|-----------------------|---------------|------------------|-------------|--------------|
| Version Number        | Date of Issue | Document Status  | Recipient   | Organisation |
| Draft V.1             | 03/07/2020    | Issue for Review | BOM         | BHMGM        |
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| REGISTER OF AMENDMENTS |             |                |                           |            |             |
|------------------------|-------------|----------------|---------------------------|------------|-------------|
| Date                   | Page Number | Version Number | Description of Amendments | Prepare by | Approved by |
|                        |             |                |                           |            |             |

## 3. Scope

This plan applies to BHMGM Inc. employees, subcontractors, volunteers, hiring clubs, schools, groups, individuals and officials. It also applies to sports trainers, spectators and other users of BP.

## 4. Responsibilities

- The BP Venue Managers shall ensure physical measures and signage is in place before use.
- Club COVID Safe Coordinators shall ensure they fulfill all requirements of this plan at training and games.
- All users are responsible to ensure compliance with this plan.

## 5. Definitions:

### 5.1 BHMGM Venue Managers:

- Will develop a COVID Safe Plan and ensure all users are advised and instructed in the requirements of this plan.
- Will organise a Venue Manager for every authorised use of a BHMGM facility.

- Will organise a QR through EVA- check-in, to allow all spectators to register their attendance at training and games.

## 5.2 Club/Hirers COVID Safe Officers:

Clubs and hirers must have a COVID Safe Officer/s at all training/game sessions. They are responsible for:

- Ensuring their members are aware of COVID Requirements.
- Encouraging members and attendees to download the COVID Safe App.
- Asking all attendees if they feel unwell and if yes, send them home.
- Ensuring attendees maintain physical distancing and obey all Queensland Health Guidelines.
- Cleaning all club and hirer's equipment after all training sessions and games.
- At training:
  - sanitising all BHMGM equipment touched by club members during training.
  - Where a QR is not present, producing a list of all in attendance at the venue, including name, contact details, time and date of training. This list is to be available on request at BP. A continuing record must be maintained and produced on request by BHMGM or Queensland Health (QH).
- At games:
  - Organising cleaning of the Team Bench area. The team who are entering the Team Bench in preparation for their game, must sanitise all high touch points, including seats, rails etc. before the team may enter. Cleaning products will be provided.
  - Organising all team personal located in the Team Bench to be listed on the Match Booklet for the game, and in the REVSport Database.
- Leaving the venue training and game area clean and rubbish free.

## 5.3 Environmental Cleaning:

- Training sessions:
  - All attendees to use hand sanitiser or wash hands with soap on arrival and when leaving the training session.
  - The Club/Hirers COVID Safe Officer to organise cleaning with disinfectant at the conclusion of training all BHMGM items used or touched by attendees as part of their training. The cleaning equipment is to be supplied by the Venue.
  - BHMGM will organise:
    - Toilet door handles, seats & flush buttons and taps to be disinfected at the start and end of the day.
    - Disinfectant spray to be available in toilets for use as needed.
    - Hand sanitising stations to be available.

# 6. Resources

## Sport Support

- Return To Play Guidelines Under Stage 3 Restrictions • <http://hockeyqld.com.au/wp-content/uploads/2020/07/Return-To-Play-Guidelines-Under-Stage-3-Restrictions.pdf>
- Stage 3 Facility Managers Venue Operators • <http://hockeyqld.com.au/wp-content/uploads/2020/07/Stage-3-Facility-Managers-Venue-Operators.pdf>

- Stage 3 Operation Checklists
- <http://hockeyqld.com.au/wp-content/uploads/2020/07/Stage-3-Operation-Checklists.pdf>

[Hockey Queensland Return to Play Guidelines for Stage 2.](#)

[Framework for rebooting sport in a COVID-19 environment – EXECUTIVE SUMMARY](#)

[Framework for rebooting sport in a COVID-19 environment – ENTIRE DOCUMENT](#)

[National Principles for the resumption of Sport and Recreation activities](#)

[FIH - Start to plan for when your hockey fields reopen](#)

[Sport Australia Return to Sport](#)

[Hockey Australia COVID-19 Support Hub](#)

#### Queensland Government

[Unite against COVID-19](#)

[Roadmap to easing Queensland's restrictions](#)

[Return to Play Plan](#)

[Return to Play Guidelines](#)

[Qld Health Promotional Resources, e.g. Posters](#)

[Qld Health Advice](#)

#### Federal Government

[Environmental cleaning and disinfection principles for COVID-19](#)

[Australian Government Department of Health](#)

[How To Clean and Disinfect a Workplace](#)

[Safe Work Australia COVIDSafe Checklists](#)

## 7. Queensland Government's Key Principles

### General Directives

#### 7.1.1 Physical Distancing

A minimum space of 1.5 metres between you and other people that are not from your household shall be observed. 4 square metres per person must be maintained when indoors or in a group.

#### 7.1.2 Hygiene Principles

Hand washing with soap and water for 20 seconds or use hand sanitiser before and after any contact with surfaces. Cover coughs and sneezes, avoid touching your face and stay home if you are sick.

Frequent environmental cleaning and disinfecting, particularly surfaces that are touched by more than one person.

#### 7.13 Stage 3 Principles

Under Stage 3, sport competition and revenue generating activities such as running a canteen, can recommence under the updated industry plan.

The Industry Plan accepts the following as key considerations:

- 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 the Field Team Sporting Industry's return to sport plans which are specific to each sport;
- 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 and/or competition 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 the Field Team Sporting Industry must consider and apply all applicable State Government and local restrictions and regulations. The Sports Industry needs to be prepared for any localised outbreak at our facilities, within our competitions or in the local community.

The Plan is guided by the following principles:

- **Contact:** Full contact is permitted on the Field of Play similar to pre-COVID contact activities. At all other times, participants, coaches, officials, trainers and spectators are to observe social distancing requirements and undertake sound hygiene practices (i.e. sanitations) as detailed in the relevant approved Industry COVID Safe Plan.
- **Facility Capacity:** The total number of people to attend training, competition and events is to be based on the social distancing standard of one person per four-square metres. Group segmentation and buffer zones will be used to limit co-mingling. Risks will also be managed through mandatory record keeping, which could include the use of technology (e.g. movement tracking apps, ticket purchasing)
- **Facility Usage:** All elements of community sport, recreation and fitness facilities to be accessible in line with relevant health guidelines and directives. Including revenue generation activities (i.e. canteens) to resume and use of all facilities required for training and competition (change rooms).
- **Events:** Activities are to resume including championships, markets, carnivals and gala days. The total number of people allowed to attend an event will be based on the social distancing standard of one person per four-square metres. Whole of Government event principles are to be applied in addition to measures to reduce co-mingling between groups.
- **Stadia:** Crowds to return to stadia with strict social distancing measures and hygiene practices remaining central to COVID Safe Plans for stadia, in line with Public Health Directives. Crowd capacity will be limited and based on the social distancing standard of one person per four-square metres. Group segmentation and buffering measures will be used to reduce comingling.

- Industry COVID Safe Plans: All activity is to be conducted in accordance with relevant Industry and Stadia COVID Safe Plans and Public Health Directives. This includes organisations detailing how all persons at the activity/facility will be tracked, and traced, including spectators.

### Hockey Facilities under Stage 3

- Contact that relates to the rules of the game can take place, however social distancing must remain off pitch. No hand shaking, hi-fives, coin toss etc on the pitch.
- Facilities will not require a cap of people however the social distancing standard of one person per four-square meters is required and mandatory recording keeping is required.
- From noon Friday 3<sup>rd</sup> June there is no longer a need for zones for training.
- Facility usage can resume including canteens and opening up of change rooms for essential changing and toilets only, no team meetings or gatherings, showers will be locked, general hygiene and cleaning remains.
- Spectators or attendees at games must maintain physical distancing off the pitch of 1.5m at all times.
- No use of shared equipment that touches the head or face or cannot be effectively cleaned i.e. soft materials or clothing.
- It is still a requirement to maintain attendance registers. Attendees involved in the actual competitions will be recorded though the competition records however the recording of other people coming to watch must be managed.
- All attendees must follow effective hand hygiene, cough/sneeze protocols, bring only what they need for training and games, use their own equipment and where possible minimise sharing of equipment.

## **8. Hazard and Risk Management (H.A.R.M)**

- Hazard and Risk Management at BP shall be monitored by the Board of Management and the Facility Managers to ensure control measures are being implemented.
- Users shall ensure compliance with this plan and any other Association and Club specific COVID Safe Plans.
- All participants shall bring and only wear or use their own attire and equipment.
- Players may bring their personal bags into venues, but should ensure they are clean.
- No equipment shall be left at BP. No lost property will be kept at the centre, anything left behind will be disposed of.
- Clubs and hirers accept these conditions, on acceptance of their venue booking. Clubs must ensure their members and attendees are aware of these conditions. Any entrants who do not agree to the terms and conditions of entry, must not attend the BP venue.
- A Register of participants/parents/supporters attending training sessions or games is to be produced, and where it is not the QR system, kept by club/hirers COVID Safe officers.
- Register of contractors and other visitors to BP is to be produced and kept by the venue manager.
- The First Aid room is to be allocated as the space for isolation of staff or participants who become unwell and will have PPE for that area.



## 9. Movement, Access and Health Management

### General Principles

The approach to training is **'get in, train, get out'** with a limited spectator environment, and the support staff available to support training sessions and participants.

To reduce cleaning and monitoring activities to the essential minimum and to avoid unnecessary monitoring with limited resources, until this plan is revised or withdrawn BP would like to encourage minimum spectators at training.

### Entry and Exit

- Teams can arrive early to warm-up etc, but must maintain social distancing.
- While there are unlimited spectators, we ask that you park, enter and remain close to your field. Do not linger outside your area. Social distancing is required at all times.
- Please bring your own chair (venues will not supply any movable chairs) or a towel/blanket to cover permanent seating as this will not be cleaned during the day.
- Players may bring their personal bags into venues, but should ensure they are clean.
- No personal equipment can be shared. Balls may be shared, but avoid touching with hands.
- The Canteen and Bar will be open. Social distancing must be maintained if waiting or near the canteen/bar. We would prefer card purchases rather than cash where possible.
- Facility toilets will be cleaned at the start of the day and after fixtures are completed. Disinfectant spray will be available in facilities, should users wish to clean/spray the area before/after use.
- Need to remind all attendees to social distance, good hygiene etc via available PA's at venues throughout the day.
- Change rooms can be used for essential changing and toilets only, no team meetings or gatherings, showers will be locked, general hygiene and cleaning remains.

### Fit to Enter

- All staff and users of BP shall not attend if in the last fourteen days they have been unwell or had contact with a known or suspected case of COVID-19.
- Players who have recovered from COVID-19 infection should consider a gradual return to training.
- Persons suspected of being unwell, having any respiratory symptoms (even mild) or having signs of a fever shall be denied entry and requested to return home, seek medical attention and notify health authorities.

### Attendance Register

- Contact tracing information (attendance registers) must be kept for all participants, officials, spectators and anyone else who attends the competitions, training and events. Information is retained for 56 days (8 weeks).
- BHMG will use the QR code system Eva Check In to manage attendance records. All user groups will be required to scan in to register their attendance. If they do not have a phone on them to register they can:
  - Use a friend's phone to scan in and register their own details.
  - Be included in the party of a friend scanning in.
  - Log in online, before attending the event.
  - Register manually with their club.

Posters will be up at entry points to scan in, and at exit points to scan out.

- Where a participant subsequently tests positive for COVID-19 Queensland Health will contact BHMG to notify of the case.
- Attendance records from Eva Check In shall be provided to Queensland Health once a case connected to the centre has been made aware.

#### Availability of Hand Washing Facilities and Hand Sanitiser

- Sanitising stations will be available at the entrances, and attendees must use it before and after training and games.
- Hand sanitising stations will be provided at the entrance to the toilet areas so people can use them BEFORE touching the door to a toilet cubicle, and handwashing will also be available.

#### Zones:

- There are no Zones applicable from Noon Friday 3<sup>rd</sup> July.
- While there are unlimited spectators, we ask that you park, enter and remain close to your field. Do not linger outside your area. Social distancing is required at all times.

#### Training Times

- Clubs may book time by contacting [bhmgfacility@gmail.com](mailto:bhmgfacility@gmail.com).
- Bookings can be made at 55-minute intervals.
- BP will allow a 5-minute window for a group to pack up and leave the field.
- The Club COVID Officer should allow 10 minutes before the end of training to clean their area and depart.
- Groups are responsible for managing their own time and must not linger on the field when their time has concluded.
- Remember to Get in, train, and get out!

#### Training Protocols

- From noon Friday 3<sup>rd</sup> July, contact that relates to the rules of the game can take place, however social distancing must remain off pitch. No hand shaking, hi-fives etc on the pitch.

#### Team Change Rooms, Technical and Team Benches

- Change rooms are closed to all team activity.
- Change rooms can only be used for toilets and essential changing which is limited to two persons at any one time. Pathways to the toilets will be marked. Showers will be locked. No team meetings or gatherings, general hygiene and cleaning remains.
- Access to the change room toilets is limited to no more than two people at any one time. Participants are to self-manage this requirement. Toilets cannot be used for changing. Where possible please arrive dressed for training/games.
- Team benches if used at training and high touch points, must be cleaned by the COVID Safe Officer before their training session concludes.
- Team Benches used at games: Each team must have a COVID Safe Officer, who must wipe down the high touch areas before entering their team bench. Supplies to do this will be provided. No one is to enter the Team Bench until this cleaning has been performed.

### Public Toilets

- The public toilets in the clubroom will be available for use. The main door will be propped open to limit the need to touch the door handle. Please ensure this door remains open.
- Access to the public toilets is limited to no more than two people at any one time. Participants are to self-manage this requirement. Toilets cannot be used for changing. Where possible please arrive dressed for training/games.

### Canteen Access

- The BHMGM Bar and Canteen will be opened under Stage 3 restrictions.

### Social Gatherings

- There shall be no unnecessary social gatherings before or after training sessions within BP.
- Teams can arrive early to warm-up etc, for training and games, but must maintain social distancing
- Players and spectators are able to watch games at the venue, but must socially distance, use good hygiene and stay in the area relative to the game you are watching.
- Attendees should bring their own chairs and equipment.
- Permanent seating at venues may only be cleaned once a day, so people wanting to use these should bring a towel or cover to sit on these chairs.
- While not within the jurisdiction of BHMGM, physical distancing measures should be observed within the car park.

## 10. Hygiene

### Water Containers

- Participants shall bring and only use their own water bottles. Water bottles should be marked with the owner's name.
- No BHMGM water fountains will be available for use.
- There are taps in the Team Benches on F1 and a tap at F2. These must be wiped down by the clubs who use them.

### Shared Equipment

- Hockey sticks, shin pads and goal keeping equipment shall not be shared.
- Towels and face washers shall not be shared.
- Hockey balls can be shared, but avoid using your hands to transport them.
- Goal Boxes cannot be moved, and if touched must be cleaned at the end of the training session.
- The Club COVID Safe Officer is responsible for wiping down with sanitizer provided by BHMGM all high contact surfaces at the end of their session. This may include goal posts, fence rails etc.

### Shared Uniforms

- Training bibs or any other clothing shall not be shared.

### Handwashing and Sanitising

- All participants, parents, guardians and staff shall use hand sanitiser when entering and leaving the training/game venue, either using personal hand sanitiser or venue supplied sanitiser.
- They can have access to the public toilet to wash their hands with soap and water.

### Full Body Showers

- Showering at the venue is not permitted.
- Participants are to shower at home prior to training/games and wear clean attire.
- Participants are to shower at home after training/games and wash attire.

### Prohibitions

The following must be observed:

- No spitting or Bushman's Nose Blow anywhere or on any person
- No gum to be consumed in the centre
- No smoking in the centre

### Cleaning Schedules

- Time shall be allowed for the Club COVID Safe Officers to clean their respective areas.
- Spray bottles with disinfectant will be available in the toilet. Users are encouraged to spray down the taps and basins after use.
- At the start and end of the day the Venue Manager shall clean and sanitise:
  - Toilet stall door handles, flush buttons on toilets, taps and soap dispensers
  - High contact hand rails
- The Venue Manager will regularly monitor soap and hand sanitiser levels.
- The BP facilities will be fully cleaned once a week.

## 11. Sports Medicine

- Participants are to administer first aid or sport medicine themselves. E.g. complete their own ankle strapping, apply a band aid etc. All rubbish must be placed in bins available or taken home for disposal.
- In the case of an emergency call an ambulance on 000 and proceed with following standard first aid precautions.
- There is no First Aid Room and no First Aid supplies available.

## 12. Personal Behaviour

### Greetings

- Handshakes and high-fives are banned
- Team huddles may only be held with players maintaining 1.5m separation from each other and the coach.

### Modification of Rules

- Attendees requiring mobility aids shall continue to be afforded discretion to use aids such as, crutches, walking frames etc.
- Where there has been contact by other participants, mobility aids shall be cleaned and or sanitised before and after use.

## 13. Communication

### Electronic Media

- The BHMGM Stage 3 COVID Safe Management Plan will be available on the BHMGM website.
- It will be emailed directly to all clubs that train at the facility.

#### CLUB COVID Safe Officer

Each group booking training and/or playing a game will be required to nominate a COVID Safe Officer or Official who will be attending with the group. E.g. Team Coach or Manager. The Club Official will be required to read the BHMG Plan, understand the requirements, advise their group of the requirements before they can gain access to the facility.

#### Signage

Relevant signage will be placed at the venue.

### **14. BP User Groups (Hirers)**

- Each User Group (1 per club) and other hirers of BP will be required to have their own COVID Safe Plan on how they manage their people and equipment.
- All Users must agree to the new terms and conditions of entering the BP facility before they will be provided access to the venue.

### **15. Disciplinary Action**

- Individuals or groups failing to comply with the requirements set out in this Safety Management Plan will be requested to leave immediately.
- Repeat offenders will be denied further entry.
- Where the COVID Safe Coordinator fails to comply with the team requirements or where several team members fail to comply, the entire team shall be requested to leave.

**BURRINGBAR PARK**  
**Register Your Attendance**  
**PLEASE SIGN IN AND SIGN OUT**

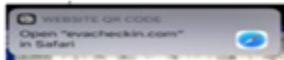


**How to use the QR code**

**1. Open up the Camera App on your phone – Visitors without a QR code capable phone can sign in via**

**<https://my.evacheckin.com/4070xdyp>**

**2. Focus your camera on the QR code and wait for a box to appear at the top of your phone.**



**3. Go to the website that is opened on your phone.**

**4. Complete your contact details and the club / team you are a parent or spectator for today. (e.g. Kedron Wavell Services Hockey Club. (KWSHC)).**

**5. Confirm your check-in**

**6. Please remember to check out when you leave Burringbar.**