ST GEORGE RANDWICK HOCKEY CENTRE

Covid-19 Venue Handbook

www.stgeorgerandwickhockey.org

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Introduction

Welcome to all clubs, players, officials, parents, & supporters to the 2020 season.

Thankyou for your continued support and use of our venue

This is certainly unprecedented times that requires us as a club and venue to introduce unprecedent measures. This document will be updated as we progress through various stages of Government and Hockey Australia directions.

The purpose of this COVID-19 Venue Handbook is to provide important information for the management procedures of the St George Randwick Hockey Centre in the staged resumption of community sport and club activities.

What we needed to do to get started

As a club we needed to have a plan approved by Hockey NSW and Bayside Council prior to any resumption of any activity within our Centre. The Plan needed to outline how we will:

- Endeavour to protect the health and safety of members, participants, coaches, officials, administrators/volunteers, visitors, families, and the broader community
- Implement plans to accommodate upgraded hygiene protocols, physical distancing and other measures to mitigate the risk of transmission of COVID-19 at our facility
- Formally outline Group Training arrangements for Hockey operations and facility operations
- Ensure all Players, Clubs and Families are aware of and adhere to all protocols

Visiting Club Induction

Before any visiting Club/Team/School can train at the venue they need to nominate a COVID-19 Safety Coordinator who will represent the Club, or School. It will be their responsibility that each team training at the site follows the venue protocols.

To ensure protocols are followed each club/school that trains regularly at the site will be asked to attend an induction session where there will be an opportunity to walk through the protocols and ask any questions.

It will be the responsibility of each visiting club/school to educate their respective members and teams about the protocols at the venue. There are to be no exceptions to the rules.

Covid-19 Club Contacts and Positions at the St George Randwick Hockey Centre

Position	Name
President	Tony Furner
Covid-19 Coordinator & Club Administrator	Sue Fleming
Financial Controller	Andrew Jones
Ground Booking Officer	Dan Costa

COVID-19 Safety Coordinator

The St George Randwick Hockey Centre (Venue) is required to have a COVID-19 Safety Coordinator. The COVID-19 Safety Coordinator for the St George Randwick Hockey Club is Sue Fleming who is also the Club Administrator. The COVID-19 Safety Coordinator responsibility is delegated to each respective Coach/Manager for each visiting team/club when the venue is used exclusively by that club, organisation or school.

There will be more detailed instructions; when the restrictions are relaxed further and competitions are in progress.

The COVID-19 Safety Coordinator will be your key central point of contact for all matters COVID-19 for our centre, after your Club President & Coach/Manager.

The Safety Coordinator will be liaising with other clubs, associations, State and National Sporting Organisations in relation to our response to COVID-19. They will:

- As part of the committee ensure field hirers and your club adhere to the guidelines
- Communicate all the policies updates to the members
- Adopt policies and transition the club through nationally and state adopted stages.
- Act as the contact point our center, maintaining all registers should they be required

What do I need to do as a visiting Player/Participant?

The St George Randwick Hockey Centre expects all participants, coaches, officials, administrative staff, and volunteers of visiting clubs 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 precautionary measures implemented by the St George Randwick Hockey Club
- Act with honesty and integrity regarding the state of their personal health and any potential symptoms
- Monitor your own health and take a cautious approach to self-isolation and reporting of potential symptoms.
- Continue to practice good hygiene by doing the following:
    - Cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze. **Catch it, bin it, kill it**.
    - Put used tissues in the bin straight away.
    - Wash your hands with soap and water often – use hand sanitizer gel if soap and water are not available.
    - Try to avoid close contact with people who are unwell.
    - Keep a 1.5 meter distance from other people and practice **social distancing**.
    - Clean and disinfect frequently touched objects and surfaces.
    - Do not touch your eyes, nose, or mouth if your hands are not clean.
- Support your Team manager, the Committee, and the venue in their roles
- Keep informed and up to date with venue protocols
- Read all information that is sent or provided to you
- Be patient, think of others and be responsible

Who is my Clubs Primary Contact?

Your Team Managers will be your primary contact throughout the season and will be responsible for ensuring that their team adheres to the guidelines – they will be trained in the new guidelines prior to training commencing: They will be responsible for emailing the attendance record after each session.

Club Training Protocols

Training in the current Level C restrictions; have no restrictions with numbers however we recommend you continue to use the North /Airport, South/Canteen protocols

- Each team will have its own designated training arrival and departure time.
- DO NOT turn up unannounced to train at an undesignated time – you will be asked to leave.
- You will need to enter via the entry gate at the designated time maintaining social distancing
- You will be required at each time of entry to read and acknowledge compliance of the entry statement – please do not enter if you cannot fully comply.
- You are required to complete either the digital or paper attendance register
- Players move into your respective zone (South/North) and place your hockey bag on a X in your designated area.
- Clean your hands at your sanitizing station and then move onto the field through your designated gate (South and North).
- Only the Coach/Manager can handle the balls and cones (one person) they are responsible for taking all equipment for that group off the field.
- Players may take their pre-filled and labelled drink bottle on a designated X spot on the side of the field. [Drinking bubblers will not be available].
- At the end of training take your bottle (all bottles left behind will be put in the bin).
- Sanitize your hands, collect your gear and leave IMMEDIATELY via the Ambulance gate (New Exit).
- The Coach/Manager returns, collects the balls & cones, washing them at a designated station ready for use for the next group. (For visiting clubs/schools we have designated cleaning areas and equipment made available. Refer below).

No drinking directly from taps – you can fill-up your water bottle.
No loitering within the facility.
If you require a longer warmup time than allocated - this can be done in the adjacent public park/green area outside the hockey venue.

Parent or Guardian Protocols

- Only one Parent or Guardian is permitted in the premises.
- An accompanying Parent or Guardian must remain socially distant inside the venue during their child's training session.
- The Parent or Guardian must adhere to the same protocols as players including having their name recorded on the attendance register of their child's training group.

Coaches/managers will enforce venue protocols and players will be asked to leave the facility if the present with symptoms. If the player refuses to leave the Coach will cancel the session and the participant will be reported to the Clubs and Association disciplinary committee.

Individual Behaviour

Procedural Checklist

Your players will need to provide answers to each of these before entering the facility. By having their details entered on the Attendance register they are confirming the following answers.
Note - #1 is optional but recommended YES

You must be able to have the same answers of this enter the venue and complete Attendance Register

CHECKLIST

PERSONAL CONSIDERATIONS:	YES	NO
1. I have considered downloading the COVIDsafe app? Either accepted		
2. I am up-to-date with all the latest COVID-19 information from the NSW Government? You must also abide by them	★	
3. Have I been unwell with flu like-symptoms in the past 14 days? If yes, I am not to attend		★
4. I have showered and changed before heading to training? Players	X	
5. I will wash and sanitise my hands regularly at the fields? (when appropriate)	★	
6. I will check in and out via the Attendance Register at the venue?	★	
7. I will "Get In, Train, Get Out"? or Get in/watch/get out	★	
8. I will maintain social distancing (1.5 metres) where possible?	★	
9. Do I have my own labelled water bottle that I won't share?	★	
10. I will avoid spitting and will use a tissue to blow my nose?	★	
11. I will avoid physical contact? (e.g. high fives, handshakes, huddles etc.)	★	
12. Do I have access to all my own equipment? (i.e. stick, gloves, mouthguard)	X Players	
13. I will allow my coach to handle all communal equipment? (e.g. cones, balls etc.)	★	
14. Am I in a high-risk category? (ie elderly, immunocompromised). If yes, seek medical advice, consider avoiding communal activities and inform your club of your individual training routine		★

Hockey NSW

For more information about Hockey NSW's **Coronavirus (COVID-19) response** visit **hockeynsw.com.au**

St George Randwick Hockey Club

Check in/Check out

As per Dept of Health NSW all people attending this venue are required to sign in and out. Your data is securely stored and will not be accessed unless required by the Dept of Health.

1) Ensure your internet is turned on
2) Hold your Camera up to the above QR Code
3) Click the popup 1 line reference to https://docs.google.com
4) Complete the 9-question form (name, phone, email, Covid questions, length of stay)
5) Ensure you press submit when finished

Trouble Shooting

- If you make a mistake – hit back
- Phone camera doesn't respond, https://www.kaspersky.com.au/qr-scanner is a safe app
- Still unable to sign in - directly proceed to the Canteen area paper attendance register

Notify the club if there are any problems (0418802119) not covered

You must not enter the premises if the form response says you cant

HOCKEY NSW - TRAINING ATTENDANCE REGISTER

: _____ Location: St George Hockey Centre, Kyeemagh, NSW Date: _____

Arrival Time	Departure Time	Full Name	Phone	Email address	In previous 14 days: *** 1. Any COVID-19 symptoms 2. In contact with a confirmed/ suspected COVID-19 case 3. International travel/hotspots?	Downloaded and using COVIDSafe app?

*** Answer must be NO to be allowed entry to the venue

Note: Attendance information is collected in accordance with the Hockey NSW Privacy Policy

TO BE IMMEDIATELY AFTER TRAINING TO: stgeorgerandwickhockeyclub@gmail.com

Club Areas

The St George Randwick Hockey Centre will make available the following areas:

- Playing surface
- Toilets (within change rooms)

Shower area will be taped off

Game Days Only

- *Player Dugouts*
- *Technical/Umpire Dugout*
- *Canteen*

Areas that will be shut down for use (taped off with red and white caution tape)

- Showers

Venue hygiene and cleaning protocols

- All internal gates around the hockey field will be left open ensuring players do not touch the gates.
- Training balls and equipment should be cleaned after each session. The venue will make cleaning buckets and detergent available for visiting clubs and schools.
- Toilets and door handles will be cleaned at the start of each training day.
- Water system and lights to be cleaned at the start and end of each training session with wipes overseen by the coaching staff for the first and last session. Hand sanitizer station at the Water and lights area.
- Disposable paper towels will be made available at the entrance to change rooms along with alcohol-based hand dispenser, so players do not have to use their unprotected hands to open toilet stall doors, then disposed in a garbage bin.
- Main gate into the venue including the key padlock is to be wiped down after opening and closing.
- Alcohol based hand cleaning dispensers will be made available within various visible stations within the venue. One under cover near the northern end of the venue and one under cover near the middle end of the venue and one under cover at the southern end of the venue.
- The last team to train of a night is responsible for wiping down watering timer, the toilets and locks, as well as locking up.

What if someone becomes unwell at training?

If a person becomes unwell (of ANY nature) during a training session or game day

- they should be moved immediately to a marked area **near the defibrillator.**
- A responsible Adult should be contacted immediately and asked to collect the person
- **Contact the Covid-19 Safety Coordinator IMMEDIATELY**

Masks, gloves and sanitizer are provided above the defibrillator

Game Day Protocols

On game days, things will be very different to what we are used to

We recommend that spectators to the venue be limited so that we do not breach the Government designated limits of that set day.

A complete record in the attendance register is a requirement of entry.

Players and spectators are expected to continue to use the entry and exit gates

Spectators

Must be registered in the attendance register located at either-

- 7 QR codes are located in the common areas so that you can socially distance
- The paper register will be at the BBQ Area (next to the canteen)

Must continue to maintain social distancing,
Chairs can be used and can be cleaned if desired by supplies located inside the toilet doors

Players and Team Officials

- The team cards are to be used as the attendance register and emailed to the club after play, along with being forwarded to your normal association
- MATCH UMPIRES and TOs are to ensure complete the QR attendance register
- Players and match officials are to follow the arrows for entry and exit

Canteen on Game Day

There will be no community BBQ this season, due to the heightened food handling restrictions. We will be providing only SEALED food products including lollies & cakes served with tongs, hot beverages can be purchased

We encourage TAP payment for good, rather than cash

The canteen will be available for all Junior and most Men's games. Women's games by advance request

Training schedule at Kyeemagh

Players and Patrons are reminded there is now a Council gate at the entrance of the precinct that is LOCKED at 9pm. Contact the club if your manager doesn't have procedures for this

Field End:

- **North-** Airport End
- **South**- Canteen End

Day	Time	Club	Field End
Monday	18:30- 20:00	STGR SL MEN	North
Tuesday	16:30-17:30	STGR U9's	North
	16:30-17:30	STGR U11's	North
	16:30-17:30	STGR U13's	South
	17:45-19:15	STGR WOMENS PREM	South
	18:15-19:15	STGR WOMENS SEHA	North
	19:45- 21:30*	STGR MENS PREM *Staggered start times 19:45- 21:15 20:00- 21:30	South (full field from 8:30)
Wednesday	18:45- 20:00	EASTS WOMEN *Staggered start times 18:45- 19:45 19:00- 20:00	Full Field
	20:15- 21:45	DOLPHINS WOMEN *Staggered start times 20:15- 21:30 20:30- 21:45	Full Field
Thursday	16:45- 18:00	STGR U15'S	South
	17:00- 18:15	STGR U17'S	North
	18:30- 21:30*	BENTSTIX *Staggered start times 18:30- 21:15 18:45- 21:30	Full Field