

**> BE COVID SAFE.  
HELP NSW STAY IN BUSINESS.**



## Your COVID-19 Safety Plan

### Outdoor events

### Business details

Business name	Newcastle District Cricket Association
Business location (town, suburb or postcode)	Newcastle, Lake Macquarie and Port Stephens LGA's
Select your business type	
COVID-19 Safe outdoor gatherings	
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Effective date	11 September 2021
Date completed	30 September 2021

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### Wellbeing of staff and customers

**Exclude staff, performers and attendees who are unwell from the event.**

Agree

Yes

## **Tell us how you will do this**

Before participating in any cricket activity, we will advise all players, team officials, parents/carers and members, they must not attend training, matches or cricket related activities, if in the past 14 days they have:

- been unwell or had flu-like symptoms, diarrhoea, vomiting, fever (37.5 degrees Celsius or higher)
- been in contact with a known or suspected case of COVID-19;
- had any sudden loss of smell or loss of taste;
- are at a high-risk category, including the elderly and those with pre-existing medical health conditions.
- been in specific COVID hot spots as identified by NSW Health

<https://www.health.nsw.gov.au/Infectious/covid-19/Pages/case-locations-and-alerts.aspx>

- All members are advised to self-isolate and seek professional medical assistance if they are unwell or suspected to have been in contact with a COVID-19 case.

In the event of a COVID related incident, NSW Health will contact the club and advise all members and visitors to seek medical assistance.

## **Provide staff with information and training on COVID-19, including on when to get tested, physical distancing, wearing masks, and cleaning.**

### **Agree**

Yes

## **Tell us how you will do this**

- Ensure spaces, surface and objects are regularly cleaned with disinfectant
- Provide hand washing guidance to players, officials, volunteers and spectators
- Promote regular and thorough hand washing
- Provide sanitising hand rub dispensers in prominent places (changerooms, entry to grounds, toilets) and ensure they are refilled regularly
- Surfaces and doors should be regularly cleaned. Also applies to sightcreens on ovals
- Where possible, leave doors open so they do not need to be touched
- Seek to avoid the use of public toilets where possible, however if used ensure hands are washed thoroughly
- Scorers are to bring their own writing tools if scoring in a scorebook
- Those using an iPad to score should ensure it is wiped down with disinfectant
- If playing uniforms are normally shared, each player takes their uniform home to wash
- All must cover mouth and nose with tissue or sneeze into elbow (not hands) when coughing or sneezing

- Provide bins and put all used tissues in bin immediately
  - Avoid close contact with people who are unwell
  - Do not touch your eyes, nose or mouth if your hands are not clean
  - Ensure that participants understand that they are not to shine the ball with saliva or sweat at any time
  - Masks are not required at a major recreation facility or any outdoor gathering
  - You do not need to wear a face mask when you are:  
doing strenuous exercise
- For further information on testing and compliance after testing please go to <https://www.nsw.gov.au/covid-19/health-and-wellbeing/symptoms-and-testing>

**Display conditions of entry including requirements to stay away if unwell and record keeping.**

**Agree**

Yes

**Tell us how you will do this**

- Ensure that you have protocols to communicate with participants, officials, volunteers and spectators about the measures your organisation is implementing. Think social media, emails, newsletters, signage at venue
- Ensure you have protocols in place for notifying health authorities of issues at your organisation or suspected COVID-19 cases

For additional resources head to : <https://www.community.cricket.com.au/clubs/covid-19/additional-resources>

**Additional Resources**

- Good hygiene is in your hands
- Simple steps to help stop the spread
- Keeping your distance
- Keep that cough under cover
- Principles of effective cleaning
- How to protect yourself and others
- Frequently asked questions about Coronavirus

**Other types of venues or facilities at the event must complete COVID-19 Safety Plans where applicable. If contact details are captured electronically upon entry to the event on the relevant day, additional collection of contact details via electronic methods may not be required if there is no other public access to the sub-premises. However, additional contact details and time of entry must be captured if the event has sub-premises that are gyms, entertainment facilities, hospitality venues,**

## **nightclubs and retail premises.**

**Agree**

Yes

### **Tell us how you will do this**

If while attending the venue allocated to this safety plan, attendees are going to attend the sub venue they must fully comply with entry requirements and check in of the sub venue. An example of this would be where a gym, entertainment or hospitality venue is located directly adjacent to the outdoor venue to which this Covid safe plan applies. All attendees would need to sign out of this venue and follow the guidelines applicable to the sub venue and then if returning to the venue applied in the Covid safe plan, sanitise prior to signing in via the QR code process or manual sign in.

## **Encourage staff to access COVID-19 vaccination.**

**Agree**

Yes

### **Tell us how you will do this**

Whilst at the moment it is somewhat unclear, the NSW Government may allow community sport to commence at 70-80% vaccination rate – and the NSW Country Committee believes that all need to be prepared for that eventually. Advise all eligible members to get vaccinated or seek medical advice should they have any concerns around vaccination.

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## **Physical distancing**

**Capacity for a controlled outdoor event must not exceed the lesser of 1 person per 2 square metres of space of the premises in which the activity is conducted, or 500 persons.**

**Capacity at a COVID-19 safe outdoor gathering must not exceed the lesser of 1 person per 2 square metres of space of the premises in which the activity is**

**conducted, or 50 persons.**

**Agree**

Yes

**Tell us how you will do this**

- Ensure that at the coin toss, umpires are providing their own coin and tossing it themselves with the nominated 'home' captain calling
- Avoid using team sheets, instead nominate teams in advance in MyCricket
- Maintain physical distancing of at least 1.5m between all people when watching games from the boundary or other viewing areas. 1 person per 2 square metre rule.
- Physical distancing must be adhered to for all team discussions, wicket celebrations etc. No huddles, high-fives, handshakes etc
- Avoid shaking hands with opponents, officials and teammates before, during and after matches
- Access to changerooms should be strictly limited to those who need it to change clothing or to use the bathroom. Where possible, arrive at grounds in uniform and leave immediately after matches, and shower and get changed at home
- In a training environment, there must be no more than five (5) persons per any one net. This can be any combination of bowlers, batters and coaches
- During play, all players must be at least 1.5m apart. The only exceptions to this are if the wicketkeeper is keeping up to the stumps and slips fielders proximity to each other. These are noted as exceptions as they are critically important to completing a match
- Cricket Blast specific guidance below:
  - Children are to use their own bats from participant packs, if they do not have one assign a single bat to each child for duration of that session, ensuring it is disinfected before and after. Practice physical distancing of 1.5m e.g. Bowling Tag
  - Remove any activities from session plans where children cannot safely practice physical distancing of 1.5m eg. Bowling Tag
  - Ensure activities are spaced far enough apart to adhere to physical distancing

**Ensure 1.5m physical distancing where possible, including:**

- **at points of mixing or queuing**
- **between seated groups**
- **between staff.**

## **Agree**

Yes

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## **Avoid congestion of people in specific areas where possible.**

## **Agree**

Yes

### **Tell us how you will do this**

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  - Remove any activities from session plans where children cannot safely practice physical distancing of 1.5m eg. Bowling Tag
  - Ensure activities are spaced far enough apart to adhere to physical distancing

**Have strategies in place to manage gatherings that may occur immediately outside the premises and in any designated smoking areas.**

**Agree**

Yes

**Tell us how you will do this**

We will stagger arrival and/or departure times when possible for different groups and teams. We advise members, parents/guardians to remain in their vehicle or at a distance until the allocated time.

Where allowable by venue design, we will manage entry and exit points and direct the flow of players, coaching staff and attendees throughout the venue to limit the risk of overlap and congestion.

Display signage in areas where physical distancing may need to be managed i.e outside

amenities, canteen areas, sheltered areas, designated smoking areas.

For additional resources head to : <https://www.community.cricket.com.au/clubs/covid-19/additional-resources>

**Singing and dancing by audiences is not allowed in indoor areas.**

**Patrons can only consume alcohol when seated in indoor areas.**

**Agree**

Yes

**Tell us how you will do this**

The above is not applicable for the purpose of this Covid safety plan as it relates only to outdoor activity venues. There are currently no restrictions to singing or dancing in outdoor venues.

**Where practical:**

- **encourage private transport options to minimise crowding on public transport**
- **coordinate with public transport to minimise COVID-19 risks associated with transportation to and from the venue if crowding may occur.**

**Agree**

Yes

**Tell us how you will do this**

You can travel in a car with people you live with. For example, taking a child to sport is a reasonable excuse to leave home as you are transporting a member of your household who is authorised to leave because they have a reasonable excuse.

You are only allowed to share a car with a person you do not live with if it is: an emergency

for a compassionate reason

to provide care or assistance to a vulnerable person being used as a taxi or rideshare required to use a vehicle for your work (for example, if you are a police officer working in a team of 2 people)



travelling with your nominated visitor ("singles bubble") to exercise outdoors:  
a nominated visitor in a regional or rural area must not reside in a local government area of concern

an 'exempt person' who travels in an 'exempt vehicle' in regional NSW. an exempt person is a person who:

lives in regional NSW and has not been in Greater Sydney in the previous 14 days, and has had at least one dose of the COVID-19 vaccine or is booked to have their first dose by no later than 10 September

an exempt vehicle is a vehicle which:

is arranged by the employer to transport staff to and from their workplace and uses a Service NSW QR code and has open windows or a ventilation system that circulates air from the outside.

The exempt person must check in using the Service NSW app when they get in the vehicle, must wear a mask while in the vehicle and must take reasonable steps to have the vehicle's windows down throughout the journey.

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## Ventilation

**Review the 'COVID-19 guidance on ventilation' available on [nsw.gov.au](https://nsw.gov.au) and consider which measures are relevant to your event before completing this COVID-19 Safety Plan.**

**Agree**

Yes

**Tell us how you will do this**

Ventilation requirements are not relevant to this Covid safe plan as it is designed to cover outdoor training and playing venues.

**Use outdoor settings wherever possible.**

**Agree**

Yes

**Tell us how you will do this**

As stated previously this Covid safe plan is for the purpose of outdoor training and playing venues.

**In indoor areas, increase natural ventilation by opening windows and doors where possible.**

**Agree**

Yes

**Tell us how you will do this**

As stated above ventilation is not required to be covered in this Covid safe plan as it is covering outdoor training and playing venues

**In indoor areas, increase mechanical ventilation where possible by optimising air conditioning or other system settings (such as by maximising the intake of outside air and reducing or avoiding recirculation of air).**

**Agree**

Yes

**Tell us how you will do this**

As stated above this is not applicable for this Covid safe plan as it is covering outdoor training and playing venues. Toilets and amenities will be ventilated as required by having doors and windows open at all times.

**Ensure mechanical ventilation systems are regularly maintained to optimise performance (for example through regular filter cleaning or filter changes).**

**Agree**

Yes

**Tell us how you will do this**

As stated above this is not applicable

**Consider consulting relevant experts such as building owners or facility managers, ventilation engineers and industrial or occupational hygienists to optimise indoor ventilation.**

## **Agree**

Yes

### **Tell us how you will do this**

As stated above this is not applicable for this Covid safe plan.

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## **Hygiene and cleaning**

**Face masks must be worn by staff and customers in indoor areas, unless exempt.**

### **Agree**

Yes

### **Tell us how you will do this**

You do not need to wear a face mask when you are:  
doing strenuous exercise

- Masks are not required at a major recreation facility or any outdoor gathering

**Adopt good hand hygiene practices. Have hand sanitiser at key points around the venue.**

### **Agree**

Yes

### **Tell us how you will do this**

- Ensure spaces, surface and objects are regularly cleaned with disinfectant
- Provide hand washing guidance to players, officials, volunteers and spectators
- Promote regular and thorough hand washing
- Provide sanitising hand rub dispensers in prominent places (changerooms, entry to grounds, toilets) and ensure they are refilled regularly
- Surfaces and doors should be regularly cleaned. Also applies to sightcreens on ovals
- Where possible, leave doors open so they do not need to be touched
- Seek to avoid the use of public toilets where possible, however if used ensure hands are

washed thoroughly

- Scorers are to bring their own writing tools if scoring in a scorebook
- Those using an iPad to score should ensure it is wiped down with disinfectant
- If playing uniforms are normally shared, each player takes their uniform home to wash
- All must cover mouth and nose with tissue or sneeze into elbow (not hands) when coughing or sneezing
- Provide bins and put all used tissues in bin immediately
- Wash avoid close contact with people who are unwell
- Do not touch your eyes, nose or mouth if your hands are not clean
- Ensure that participants understand that they are not to shine the ball with saliva or sweat at any time

### **Ensure bathrooms are well stocked with hand soap and paper towels or hand dryers.**

#### **Agree**

Yes

#### **Tell us how you will do this**

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- Ensure that participants understand that they are not to shine the ball with saliva or

sweat at any time

**Clean frequently used indoor hard surface areas (including children's play areas) at least daily with detergent/disinfectant. Clean frequently touched areas and surfaces several times per day.**

**Agree**

Yes

**Tell us how you will do this**

- Ensure spaces, surface and objects are regularly cleaned with disinfectant
- Provide hand washing guidance to players, officials, volunteers and spectators
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## **Record keeping**

**Use the NSW Government QR code system to collect an electronic record of the**

**name, contact number and entry time for all staff, attendees and contractors.**

**Agree**

Yes

**Tell us how you will do this**

Cricket Australia strongly recommends that all members of the cricket community download the COVIDSafe app prior to participating in cricket activity. The app will help in the Federal Government's effort to contact those exposed to COVID-19 and slow the spread. If you have questions about the app, please visit

<https://www.health.gov.au/resources/publications/covidsafe-app-faqs>

All participants will use the Service NSW mobile phone application and QR Code as per the regulations of the NSW Government.

For those who may not have compatible mobile phones for QR Code scanning, we will also have a manual sign in sheet which will be collected by an allocated club member and stored securely for at least 28-days.

Both the QR Code and manual sign in sheet will be present at training sessions, matches, and any other time the venue is used.

We will to our best endeavours, ensure that participants and spectators aged 16 years and over check in. Best endeavours could include:

- Emailing participants and members to request that they download the Service NSW app prior to attending an activity or event, and reminding individuals that it is a requirement that they check in on the day and remember to check out upon leaving.
- Ensuring that staff and volunteers are trained to remind attendees to check in – this could occur at canteens or by officials who may be volunteering at your sporting activity. Club captains should assume this responsibility for their teams and umpires attending the match. All participants should be made aware of the safety plan and the measures to be complied with and ensure this is shared with any visitors/spectators attending their matches.

**Processes must be in place to ensure that people provide the required contact information, such as by checking phones for the green tick to confirm they have checked in (keeping 1.5m physical distance between staff and patrons). QR codes should be clearly visible and accessible including at entrances to the event.**

**Agree**

Yes

### **Tell us how you will do this**

QR Codes are to be clearly displayed at the entry to the venue as well as other key locations at the venue. Communication from all present to ensure that check in and check out is completed as required by the NSW government

**If a person is unable to provide contact details, for example due to age or language barriers, another person may provide contact details on their behalf. If it is not possible for check-in to occur, keep a record of the name, contact number and entry time for all staff, attendees and contractors for a period of at least 28 days. These records must be provided in an electronic format such as a spreadsheet as soon as possible, but within 4 hours, upon request from an authorised officer.**

### **Agree**

Yes

### **Tell us how you will do this**

For those unable to sign in for whatever reason another member will sign them in or at a minimum record their details on the manual record sheet of attendance. The manual record of attendance must be kept for a minimum of 28 days.

**I agree to keep a copy of this COVID-19 Safety Plan at the business premises**

Yes