

COVID-19 SAFETY PLAN

NORTH WODEN TENNIS CLUB

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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 North Woden Tennis Club (**NWTC**) to support and empower its members and participants in the staged resumption of community sport and club activities. The plan has been developed in partnership with **Rising Star Tennis Academy (RSTA)** who will oversee all elements relating to coaching programs under their COVID-19 Safety Plan.

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 NWTC, any facilities it controls, the playing/training behaviour of all members and participants and the monitoring and reporting of the health of attendees at NWTC 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 NWTC'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 NWTC must consider and apply all applicable State and Territory Government and local restrictions and regulations. NWTC needs to be prepared for any localised outbreak at our facilities, within our competitions or in the local community.

3. Responsibilities under this Plan

NWTC 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 NWTC 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 Committee has appointed the following person as the NWTC 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	Matthew Robson
Contact Email	mj.robson@bigpond.com
Contact Number	0439 468326

NWTC 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 NWTC;
- 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 must comply with Appendix 1 ACT COVID-19 Community Tennis Guidelines. As the ACT Government continues to review the situation to allow easing of restrictions, NWTC will transition to the training/competition activities and facility use outlined in Levels B and 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 Appendix 2.

4.2 Roadmap to a COVIDSafe Australia

NWTC 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, NWTC will consult with relevant authorities to identify criteria for scaling back its COVID-19 prevention actions. NWTC will also consider which protocols can remain to optimise good public and participant health.

At this time the Committee of NWTC 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 1: ACT COVID-19 Community Tennis Guidelines

tennis

COVID-19 Community Tennis Guidelines

tennis

COVID-19 Community Tennis Guidelines

COVID-19 Community Tennis Guidelines for Continued Play

Last updated 14 October 2021, effective from 15 October

This is a rapidly evolving issue, please ensure you refer to Tennis ACT website for the latest recommendations on dealing with COVID-19.

We all know tennis is a unique sport with many benefits – the main one being health and wellbeing.

The **COVID-19 Community Tennis Guidelines for Continued Play** provide details on how outdoor courts can remain open for use to help ensure people remain active, subject to strict social distancing and hygiene practices being implemented.

COVID-19 Community Tennis Guidelines for Continued Play

Version 1
14 October 2021



COVID-19 Community Tennis Guidelines



COVID-19 Community Tennis Guidelines for Continued Play

Before you play

You must stay at home if you:

- Have been in contact with someone with COVID-19 in the last 14 days
- Have been overseas or exposed to someone with COVID-19 in the last 14 days
- Have been to a COVID-19 exposure site. Please [click here](#) for a list of exposure sites.
- Have flu-like symptoms
- Are under Stay At Home orders, or are in quarantine
- Or are in a [high risk health region](#).

Attending tennis activities

- **All participants aged 16 and over must check in on the Check In CBR App on arrival**
- **All participants will be required to wear a mask at all times at the club. There is no need to wear a mask while playing if your activity is vigorous, however it must be put on immediately after play.**
- Only people playing should attend the club. No spectators are allowed.
- Where possible stay within your region to play
- Arrive and leave as close as possible to when you need to be there
- A single (1) parent/carer is allowed to attend in all settings where minors are training. They will need to physically distance and do need to wear masks.

Social distancing

Tennis holds a unique advantage as a sport, which requires no direct contact between players.

You can also:

- Touch racquets instead of the regular pre or post match handshakes
- Keep 1.5 metres away from other people while watching or attending an outdoors tennis activity.

Behaviours

To protect against infection, you should:

- Wash/sterilise your hands before and after you play and avoid touching your face while playing
- Not share water bottles and bring your own full bottle
- Wash your hands frequently with soap and water or hand-sanitiser when available, before and after eating, after going to the toilet, sneezing and coughing
- Cover your coughs and sneezes and dispose of any used tissue immediately
- Avoid touching your face
- Keep your distance from people who are obviously sick
- Be aware of what surfaces you touch and if you touch the on court equipment such as net, net handle, hoses, and court bagger you must clean these before you leave.



COVID-19 Community Tennis Guidelines



COVID-19 Community Tennis Guidelines for Continued Play

Organising tennis activities

- Limit community tennis activities to casual court hire only and coaching only
- Implement a 15-minute buffer between court hire bookings
- Limit the number of players per court to a maximum of 4 people only
- Until 29 October there is maximum of 25 players are allowed at the club. This excludes coaches.
- Where practical use every second court or ensure there is suitable distance (minimum 10 metres between different groups)
- A maximum of 4 players per court. From 15 October players are able to swap and move around playing groups.
- All court hire bookings are to be made online at <https://play.tennis.com.au/>
- Leave gates ajar during opening hours so players do not need to touch handles to enter. If using Book a Court, provide sanitising facilities at the gate for cleaning each time the pin pad and gate is used, and put a notice up to this effect.

Coaching

- The restrictions are for a maximum of 25 players at the club, excluding coaches. It is at the discretion of the coaches and clubs as to how many players are permitted in each coaching group.
- Shorten coaching sessions where necessary to ensure no cross over between players
- Live ball drills and game based play is recommended over basket based
- There is no cap on the coaches hours
- Maintain social distancing at all times including when giving feedback and while players are resting
- Where practical use every second court
- Limit the use of coaching equipment such as target cones
- Don't let students handle any coaching equipment - coach to pick up balls and feed drills
- Payments to be made online via EFTPOS – avoid handling cash.

Tennis equipment

There is no specific evidence that balls can spread COVID-19. We do know that on hard surfaces contamination by respiratory droplets from an infected person can potentially survive up to three days. Therefore, you should:

- Make sure you clean your hands before and after coming off the court
- Not touch your face after touching a ball, racquet or other tennis equipment
- Use new balls and racquet grips where possible
- Use fewer balls per session
- Replace all balls if someone with/suspected to have COVID-19 comes in contact with them



COVID-19 Community Tennis Guidelines



COVID-19 Community Tennis Guidelines for Continued Play

Clean environment

Providing a clean environment to play tennis is essential. Make sure you:

- Provide soap, hand sanitiser or wipes at all main contact points
- Clean all surfaces, such as counters, tabletops, doorknobs, bathroom fixtures, toilets, phones, keyboards, tablets, and tables, at least once a day wearing disposable gloves
- Clean any surfaces which may have blood, body fluids and/or secretions or excretions on them
- Regularly remind and encourage everyone, particularly juniors, of the need to wash hands regularly and adopt the other principles of a good hygiene strategy
- Display signage about handwashing and hygiene techniques at strategic points like all sinks, eating areas, drinking areas and on the side of court.

Venues

- Venues run by volunteers are recommended to close all indoor spaces including showers and changerooms
- It's recommend that clubhouses remain closed, however this is at the discretion of the club
- Closure of café, canteen and bar facilities. Unless professionally operated in which case activities are to be open in line with the ACT Health Guidelines.
- Remove all soft furnishings such as seat cushions.

Incident management process (ACT)

- **All venues must have the Check In CBR app and all players must check in on arrival**
- Abide by the ACT Government restrictions on sport and recreation – found [here](#)
- Practice good hand hygiene before and after playing.
- Follow the 4 players per court if using casual court hire.



COVID-19 Community Tennis Guidelines



These guidelines have been developed to reduce the likelihood of spreading the COVID-19 virus through tennis. Before attending a tennis venue or playing tennis, you should consider your individual situation noting that the COVID-19 virus can spread very quickly and result in very serious medical complications in some people. Like any activities, there are some inherent risks involved and by participating you are accepting those risks.

For further information in relation to these guidelines please contact Tennis ACT;

PH: 61 60 7800

Email: actreception@tennis.com.au

Appendix 2: Outline of Return to Sport Arrangements

NWTC is following the Community Tennis Guidelines provided by Tennis ACT. The Level B and C guidelines are provided below and are correct as at 2/6/20. The Level C guidelines are in draft format and will be finalised once ACT Government makes announcements around Stage 3 of the Canberra Recovery Roadmap. The latest version of the Community Tennis Guidelines is available at <https://www.tennis.com.au/act/files/2021/10/COVID-19-Community-Tennis-Guidelines-for-Continued-Play-15-October-2021-.pdf-FINAL.pdf> and should always be referred to as the most up to date version.

Please note the following approvals required to be in place in order for the Return to Sport arrangements to be in place.

Part 1 – Sport Operations

Area	Plan Requirements (for activities under AIS Framework Level B)	Plan Requirements (for activities under AIS Framework Level C)
Approvals	<p>The club must obtain the following approvals to allow a return to training at Level B:</p> <ul style="list-style-type: none"> • State/Territory Government approval of the resumption of community sport. • Relaxation of public gathering restrictions to enable training to occur. • Local government/venue owner approval to training at venue, if required. • National/state sporting body/local association approval of return to training for community sport. • Club committee has approved return to training for club. • Insurance arrangements confirmed to cover training. 	<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"> • Relaxation of public gathering restrictions to enable training to occur. • Local government/venue owner approval to training/competition at venue, if required. • National/state sporting body/local association approval to return to training/competition for community sport. • Club committee has approved return to competition for club. • Insurance arrangements confirmed to cover competition.

Part 2- Facility Operations

Area	Plan Requirements (for activities under AIS Framework Level B)	Plan Requirements (for activities under AIS Framework Level C)
Approvals	<p>The club must obtain the following approvals to allow use of club facilities at Level B:</p> <ul style="list-style-type: none"> • State/Territory Government approval of the resumption of facility operations. • Local government/venue owner approval to use of facility, if required. • Club committee has approved plan for use of club facilities. • Insurance arrangements confirmed to cover facility usage. 	<p>The club must obtain the following approvals to allow use of club facilities at Level C:</p> <ul style="list-style-type: none"> • State/Territory Government approval of the resumption of facility operations. • Local government has given approval to use of facility, if required. • Club committee has approved plan for use of club facilities. • Insurance arrangements confirmed to cover facility usage.

Notes - The club notes the following additions/exclusions from the Community Tennis Guidelines .

Part 1 – Sport Operations

Area	Plan Requirements (for activities under AIS Framework Level B) in line with restrictions until 15 October 2021	Plan Requirements (for activities under AIS Framework Level C) in line with restrictions from 15 October 2021
Training Processes	<ul style="list-style-type: none"> • Casual court hire is allowed, maximum 4 people per court and all bookings must be made online. • Coaching is allowed for maximum of 2 people plus the coach at one time and will follow RSTA's COVID-19 Safety Plan available for inspection at the NWTC clubhouse. • No organised social tennis or competitions are allowed. 	<p>As at 15 October 2021 the ACT Government allows maximum 25 people plus critical coaching staff/committee members at the venue.</p> <ul style="list-style-type: none"> • Casual court hire is allowed, maximum 4 people per court and all bookings must be made online. • Group coaching is allowed, maximum 4 people plus coach per court and will follow RSTA's COVID-19 Safety Plan available for inspection at the NWTC clubhouse. • No organised social tennis or competitions are allowed.
Personal health	<ul style="list-style-type: none"> • Players must check in using the CheckIn CBR app displayed next to the front gate or on the clubhouse door or complete the sign in sheet if they are not unable to download the app. • Players are asked to stay away or leave the venue if they: <ul style="list-style-type: none"> ○ have flu like symptoms ○ are awaiting a COVID-19 test result ○ have been directed to self-isolate or to quarantine 	Measures as per Level B
Hygiene	<ul style="list-style-type: none"> • Appropriate signage is provided at the venue and members and guests must follow all instructions. • Players must: <ul style="list-style-type: none"> ○ practice social distancing i.e. 1 person per 2 sqm whilst outside ○ wear a mask at all times unless playing vigorously ○ bring your own water bottle ○ sanitise your hands on entry and exit (sanitiser provided) ○ avoid touching nets, sharing equipment or shaking hands 	Measures as per Level B
Communications	<ul style="list-style-type: none"> • NWTC in conjunction with RSTA will communicate COVID-19 safety procedures and requirements to members and guests via email, website and social media. 	Measures to continue as per Level B. In addition, instructions to members on moving to Level C will be sent consistent with the advice received from Tennis ACT at that time.

	<ul style="list-style-type: none"> • All communications are in line with advice from Tennis ACT. • Appropriate signage will be displayed at the venue. • NWTC endorses use of the CheckIn CBR app and encourages all players, coaches, members, volunteers and families to download and use the app. 	
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Part 2 – Facility Operations

Area	Plan Requirements (for activities under AIS Framework Level B) in line with restrictions until 15 October 2021	Plan Requirements (for activities under AIS Framework Level C) in line with restrictions from 15 October 2021
Facilities	<ul style="list-style-type: none"> • Clubhouse remains closed for general access. Restricted emergency access available to toilet facilities. • Casual play – maximum 4 people per court for 1 hour booking. • Coaching – 1 coach and maximum 2 people per court per session. 	<ul style="list-style-type: none"> • The venue is restricted to a maximum of 25 people plus critical coaching staff/committee members. • Clubhouse remains closed for general access. Restricted emergency access available to toilet facilities. • Casual play – maximum 4 people per court for 1 hour booking • Coaching – 1 coach and 4 people per court per session
Facility access	<ul style="list-style-type: none"> • Court bookings available 7am – 6pm • Restricted emergency access available to toilet facilities. • RSTA clients must adhere to RSTA's COVID-19 Safety Plan whilst accessing the venue. • Only coaching staff and committee members can access the clubhouse. • Social distancing measures (1 person per 2 square metre) to be practised. • Spectators should watch from their vehicle/outside the facility if possible, however children may be accompanied by one parent/carer if needed. 	Measures as per Level B unless advice from Tennis ACT to amend access arrangements.
Hygiene	<ul style="list-style-type: none"> • Appropriate signage is provided at the venue and members and guests must follow all instructions. • Hand sanitiser and handwash will be provided. 	Measures as per Level B.

	<ul style="list-style-type: none"> • Rubbish bins will be emptied regularly. 	
Management of unwell participants	<ul style="list-style-type: none"> • Patrons will be turned away if they have clear symptoms of illness. • Any surfaces touched by the unwell participant will be cleaned/sanitised. • Individuals who present with symptoms or become unwell at an activity will be isolated at the venue until they are able to leave or be collected. 	Measures as per Level B.
Club responsibilities	<p>NWTC in conjunction with RSTA will ensure to the best of their ability that members and guests are aware of and adhere to this Plan and RSTA's plan. The club will oversee:</p> <ul style="list-style-type: none"> • Provision and conduct of hygiene protocols as per the Plan. • The capture of a record of attendance at all training and club activities and maintaining an up-to-date log of attendance. 	Measures as per Level B.