

O'Connor Tennis Club

COVID-19 SAFETY PLAN

O'Connor Tennis Club

O'Connor Tennis Club	
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Table of Contents

1. Introduction	3
2. Key Principles	3
3. Responsibilities under this Plan	4
4. Return to Sport Arrangements	4
4.1 AIS Framework Arrangements	4
4.2 Roadmap to a COVIDSafe Australia	5
5. Recovery	5
Appendix: Outline of Return to Sport Arrangements	6
Community Tennis Guidelines	8
Part 1 – Sport Operations	12
Part 2 – Facility Operations	13

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 O'Connor Tennis Club 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 **Canberra Tennis Academy** who will oversee all elements relating to coaching programs.

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 O'Connor Tennis Club, any facilities it controls, the playing/training behaviour of all members and participants and the monitoring and reporting of the health of attendees at O'Connor Tennis Club 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 and take personal responsibility for implementing and adhering to O'Connor Tennis Club's return to sport plans, as communicated through notices on its website;
- 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 O'Connor Tennis Club must consider and apply all applicable State and Territory Government and local restrictions and regulations. O'Connor Tennis Club needs to be prepared for any localised outbreak at our facilities, within our competitions or in the local community.

3. Responsibilities under this Plan

O'Connor Tennis Club and Canberra Tennis Academy and club members retain the overall responsibility for the effective management and implementation of the return to sport activities and operations outlined in this Plan.

The Committee of O'Connor Tennis Club together with Canberra Tennis Academy are 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 O'Connor Tennis Club COVID-19 Safety Coordinator to act as a point of contact for information relating to this Plan:

Name	Chris Johnston
Contact Email	felixthecanberracat@gmail.com
Contact Number	0408101397

The O'Connor Tennis Club 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 O'Connor Tennis Club;
- 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 B of the AIS Framework. The Plan outlines specific sport requirements that O'Connor Tennis Club will implement for Level B and Level C of the AIS Framework as restrictions begin to ease.

O'Connor Tennis Club will transition to 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

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

At this time the Committee of O'Connor Tennis Club will consult with Tennis ACT to review the delivery of its return to sport arrangements and use feedback from Tennis ACT to improve organisational plans and systems.

Appendix: Outline of Return to Sport Arrangements

O'Connor Tennis Club 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 (anticipated mid July). The latest version of the Community Tennis Guidelines is available at <https://www.tennis.com.au/act/files/2021/09/COVID-19-Community-Tennis-Guidelines-for-Continued-Play-16-September-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. 	<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.

	<ul style="list-style-type: none"> Insurance arrangements confirmed to cover facility usage. 	<ul style="list-style-type: none"> Insurance arrangements confirmed to cover facility usage.
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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) Up until 15 th October 2021	Plan Requirements (for activities under AIS Framework Level C) From 15 th October 2021
Training Processes	<ul style="list-style-type: none"> Casual Court hire is allowed, all players must book online or arrange through club committee Coaching is allowed for a maximum of 2 participants at one time. All users must adhere to the current ACT Government lock down rules. Organised social tennis and competitions are currently not allowed 	<p>As at 15 October ACT Government allows maximum 25 people at the venue.</p> <ul style="list-style-type: none"> Casual Court hire is allowed, all players must book online or arrange through club committee Group Coaching can return as long as this adherers to the venue maximum at this point in time <p>All users must adhere to the current ACT Government lock down rules. Organised social tennis and competitions are currently not allowed</p>
Personal health	<ul style="list-style-type: none"> Players must checkin in using the Check in CBR App (list where these might be located) People are asked to stay away or leave the complex 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 Have been directed to Quarantine - 	<ul style="list-style-type: none"> Players must checkin in using the Check in CBR App (list where these might be located) People are asked to stay away or leave the complex 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 Have been directed to Quarantine
Hygiene	<ul style="list-style-type: none"> Follow the national guidelines for social distancing: 	<ul style="list-style-type: none"> Follow the national guidelines for social distancing:

	<ul style="list-style-type: none"> ○ stay 1.5 meters apart from each other ○ follow the one person per 2 square metre rule while outside ● Practice good hand hygiene before, during and after play <ul style="list-style-type: none"> ○ use hand sanitiser/wash hands ○ Avoid touching nets and equipment ○ do not shake hands 	<ul style="list-style-type: none"> ○ stay 1.5 meters apart from each other ○ follow the one person per 2 square metre rule while outside ● Practice good hand hygiene before, during and after play <ul style="list-style-type: none"> ○ use hand sanitiser/wash hands ○ Avoid touching nets and equipment ○ do not shake hands
Communications	<ul style="list-style-type: none"> ● O'Connor Tennis Club has been and will continue to communicate COVID-19 safety procedures and processes to members via email and notifications on the club's website, with additional signage at the courts where appropriate. All communications are in line with advice from Tennis ACT on safe play, hygiene protocols and general safety at clubs. Members are expected to comply with all Club requirements. ● All users of the facilities will be advised of the requirement to check in using the CheckInCBR app when using the O'Connor Tennis Club facilities. ● All users of the facility will be notified that they need to provide their own personal equipment and minimise contact with any shared equipment. Appropriate signage is displayed at the Club. Members are instructed to use gloves or hand sanitiser when accessing the court gates or after touching any other facilities onsite at O'Connor Tennis Club. ● Contact details for the Club's Member Protection Officer are displayed at the Club. ● Canberra Tennis Academy have advised all clients that they are to stay at home if feeling unwell or have been in contact with someone who has been diagnosed with COVID-19 in the past 14 days and the details of modified lesson plans. 	<ul style="list-style-type: none"> ● O'Connor Tennis Club has been and will continue to communicate COVID-19 safety procedures and processes to members via email and notifications on the club's website, with additional signage at the courts where appropriate. All communications are in line with advice from Tennis ACT on safe play and safety at clubs and will include information on the personal hygiene protocols in place. Instructions to members on moving to level C will be sent consistent with advice received at the time from Tennis ACT. Members are expected to comply with all Club requirements ● Members will be instructed to use gloves or hand sanitiser when accessing the court gates or after touching any other facilities onsite at O'Connor Tennis Club. Any variations will be consistent with advice received at the time from Tennis ACT. ● All users of the facilities will be advised of the requirement to check in using the CheckInCBR app when using the O'Connor Tennis Club facilities. ● Contact details for the Club's Member Protection Officer are displayed at the Club.

Part 2 – Facility Operations

Area	Plan Requirements (for activities under AIS Framework Level B) Up until 15 th October 2021	Plan Requirements (for activities under AIS Framework Level C) From 15 th October 2021
Facilities	<p>The courts are available for use. Bookings are mandatory and bookings are to be made using the Book A Court online system.</p> <p>The O'Connor Tennis Clubhouse is closed to minimise risks from COVID-19</p>	<p>The courts are available for use. Bookings are mandatory and bookings are to be made using the Book A Court online system.</p> <p>Decisions on opening the club house will be taken based on recommendations to clubs from Tennis ACT.</p>
Facility access	<p>The entry to the courts is via the main gate. Access is via a keysafe located on the main gate. Users are advised of the code via their booking confirmation email.</p> <p>Coaches have access to the clubhouse for emergency use of the toilets only and are responsible for appropriate cleaning of the toilets after use.</p>	<p>The entry to the courts is via the main gate. Access is via a keysafe located on the main gate. Users are advised of the code via their booking confirmation email.</p> <p>Once the clubhouse is open for general use, access is via a keysafe mounted on the wall of the clubhouse.</p>
Hygiene	<p>The water bubblers are unavailable. Hand sanitiser is provided at the entry to the courts.</p>	<p>Measures as per Level B unless advice from Tennis ACT to amend access arrangements.</p>
Management of unwell participants	<p>Responsibility rests with all members to manage the risks to the club community. As no Club staff are permanently on site, adherence to this Safety Plan is a mandatory condition of entry to the courts.</p> <p>Members and users must:</p> <ul style="list-style-type: none"> • Not go to the courts if they are unwell • Advise the Secretary of all court use • All members must be prepared to turn patrons away if they have clear symptoms of illness. • All members must clean/sanitise any surfaces touched by the unwell participant. 	<p>Measures as per Level B].</p>

	<ul style="list-style-type: none"> Any user must not to use the courts if they are unwell and to report any subsequent symptoms to club Secretary or coach. <p>Anyone who becomes aware of unwell participants must ask them to leave immediately and advise Club President and/or Vice President. Contacts of the unwell participant must take appropriate action according to the rules in place for possible covid-19 contacts.</p> <p>Canberra Tennis Academy:</p> <ul style="list-style-type: none"> - have advised all clients that they are to stay at home if feeling unwell or have been in contact with someone who has been diagnosed with COVID-19 in the past 14 days. -encourages clients to use the hand sanitiser provided -asks parents/ guardians to stay in their car and avoid using the club grounds -keep records of who attended each class -modify lesson plans to reduce proximity of players -sanitise Club toilets if used in emergencies <p>Tennis ACT to be contacted to report incident and seek further advice.</p>	
Club responsibilities	<p>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. Coordination of Level B field and training operations. Operation of the club's facilities in support of all Level B training activities in accordance with this Plan. 	As per Level B.