

# Viewbank Tennis Club Community Sport and Recreation (CSR) COVID Safe Plan

**Organisation name:**

VIEWBANK TENNIS CLUB INC

**Plan completed by:**

SYLVIA WATSON

**Date reviewed:**

12 April 2021

## 1. Ensure physical distancing

### Requirements

**Ensure participants, volunteers and organisers are 1.5 metres apart as much as possible.**

Action by VBTC:

- Modifying Tennis activities if applicable and communicating to Members, Spectators, Coaches, etc, to ensure participants remain 1.5 metres apart where possible, except when engaging in physical activity permitted under the Chief Health Officer directions (e.g. Squad Coaching/ doubles play etc).
- Displaying signs to show patron limits at the entrance of enclosed areas where limits apply (where use of indoor areas are permitted under the restrictions)
- Where Tennis activities are permitted to open for members of the public, specific additional requirements apply such as staggering class/session times that will be in place.
- Minimising the build-up of people waiting to enter and exit our facility.
- Using floor markings to provide minimum physical distancing guides, if required.
- Reviewing protocols to limit contact between organised events/Comps and volunteers (where relevant)

**We will apply the density quotient (where applicable) to configure shared activity areas and publicly accessible spaces to ensure that:**

- We are complying with any density quotient; any group size limits and other restrictions applicable to our facility. Requirements can be found in the Industry Restart guidelines

We will ensure organisers and volunteers are aware of physical distancing expectations while playing, spectating and socialising. This will include:

- Avoiding car-pooling unless not reasonably practical for participants to travel another way.
- Communicate to Spectators, Officials, Volunteers, Members etc the importance of remaining 1.5 metres apart.

## 2. Wear a facemask

### Requirements

- VBTC will ensure all participants, volunteers and organisers entering our facility wear a face mask as per public health advice.
- Updated public health advice on masks is available at: <https://www.dhhs.vic.gov.au/face-masks-vic-covid-19>

- Masks must be worn according to Public Health advice at all times, except when out of breath or puffing from strenuous exercise or unless a lawful exception applies. These include:
  - Persons who are deaf or hard of hearing, where the ability to see the mouth is essential for communication.
  - Persons for whom wearing a face mask would create a risk to that person's health and safety related to their work, as determined through OH&S guidelines.
  - Persons whose professions require clear enunciation or visibility of their mouth. This includes teaching or live broadcasting.
  - Professional sportspeople when training or competing.
  - When you are doing any exercise or physical activity where you are out of breath or puffing. Examples include jogging or running, but not walking. You must carry a face mask on you and wear it when you finish exercising.

Action by VBTC

Communicate with Members, Spectators, etc through social media applications and Signs up around the club

### 3. Practise good hygiene

#### Requirements

- VBTC will frequently and regularly clean and disinfect shared spaces, including high-touch communal items such as door knobs, shared equipment and telephones.
- We will:
  - Clean surfaces with appropriate cleaning products, including detergent and disinfectant
  - Replace high-touch communal items with hygienic alternatives, for example single-use or contactless options, where possible to do so
  - Ensure sharing of equipment to be kept to a minimum and all equipment must be cleaned and disinfected between use
  - Clean between user groups or sessions
- We will display a cleaning log in shared spaces.
- We will make soap and hand sanitiser available for all participants, volunteers and organisers throughout our facility and encourage regular handwashing.

Action by VBTC

- Ensure all Competition teams/Coaches have a Cleaning Roster in place for each Competition/Coaching Sessions and Cleaning log completed on each occasion.
- Make available COVID approved cleaning products for Cleaning.
- Appropriate Hygiene posters up in Club Room/Bathrooms.
- Make readily available hand sanitizer and Soap Dispensers

## 4. Keep records and act quickly if participants, volunteers or organisers become unwell

### Requirements

- VBTC will support participants, volunteers and organisers to get tested and stay home even if they only have mild symptoms.
- VBTC have a plan developed to manage any outbreaks.

This includes:

- Having a plan to respond to a participant, volunteer or organiser being notified by health authorities that they are a positive case and attended the facility whilst infectious. People who show symptoms or have been in close contact should NOT attend the facility or activity until they receive their test results or have completed their quarantine period and are cleared by DHHS.
- Having a plan to identify and notify close contacts in the event of a positive case attending our facility during their infectious period. VBTC are also required to notify DHHS of the positive case.
- Having a plan in place to clean our facility (or part) in the event of a positive case.
- Having a plan to contact DHHS and notify the actions taken, provide a copy of the risk assessment conducted and contact details of any close contacts.
- Having a plan to immediately notify Tennis Victoria if we have identified a person with coronavirus (COVID-19) at our facility.
- Having a plan in the event we have been instructed to close by DHHS.
- Having a plan to re-open our facility once agreed by DHHS and notify participants, volunteers and organisers they can return to our facility.

More information can be found at <https://www.dhhs.vic.gov.au/workplace-obligations-covid-19>.

- We will keep records of all people who enter our facility for more than 15 minutes for contact tracing. This will be done in the form of the QR code System.

Action by VBTC

Refer below to our **COVID-19 guidelines for suspected or confirmed case**



Viewbank Tennis Club Inc  
96 Rutherford Rd  
Viewbank VIC 3084  
(Registered No. A0017758M)

## **VIEWBANK TENNIS CLUB COVID-19 guidelines for suspected or confirmed case**

**What should we do if someone at Viewbank Tennis Club has a suspected case of COVID-19 or has been in contact with someone who has COVID-19?**

**COVID-19 Club Contact – Sylvia Watson Ph 0411 272760 EMAIL [secretary@viewbanktc.com.au](mailto:secretary@viewbanktc.com.au)**

Our club is adopting guidelines from Australian Institute of Sport (AIS).

### Managing a suspected COVID-19 case

In Australia, currently most respiratory tract infections will be tested for COVID-19.

If an individual is being tested for COVID-19:

- They must immediately self-isolate and discontinue training/social play, etc until COVID-19 has been excluded and they have been medically cleared by a doctor to return to the training environment.
- Isolation of close contacts will be a decision for medical staff, based on case specific details.

Definition of close contacts:

- “Face-to-face contact in any setting with a confirmed or probable case, for greater than 15 minutes cumulative over the course of a week, in the period extending from 48 hours before onset of symptoms in the confirmed or probable case, or
- Sharing of a closed space with a confirmed or probable case for a prolonged period (e.g. more than 2 hours) in the period extending from 48 hours before onset of symptoms in the confirmed or probable case
- Contact is considered to have occurred within the period extending 48 hours before onset of symptoms in the patient, until the patient is classified as no longer infectious by the treating team (usually 24 hours after the resolution of symptoms)”.

### Managing a confirmed COVID-19 case

COVID-19 is a notifiable disease and Department of Health and Human Services (DHHS) must be informed. Training facilities may be closed on the instruction of the Department of Health and Human Services (DHHS). Re-opening of the training facility should only occur after close consultation with the Department of Health and Human Services (DHHS).

So, if our club does have a positive case of COVID-19, our club facilities will be closed immediately, contact made to people who may have been in contact with the person with a suspected possible case, then Government. Banyule City Council and Tennis Victoria will all be notified.

Club facilities will be thoroughly cleaned by professionals and will not reopen until the Committee is given the approval by the relevant authorities.

Reference: [https://ais.gov.au/data/assets/pdf\\_file/0008/730376/35845\\_AIS-Framework-for-rebooting-sport\\_FA.pdf](https://ais.gov.au/data/assets/pdf_file/0008/730376/35845_AIS-Framework-for-rebooting-sport_FA.pdf)

## 5. Avoid interactions in enclosed spaces

### Requirements

- VBTC will reduce the amount of time participants, volunteers, organisers, parents, carers and anyone in attendance are spending in enclosed spaces (e.g. bathrooms/changerooms and clubhouse).

Action by VBTC

- Enabling activities in outdoor environments
- Moving as much activity outside as possible, including meetings, Junior interactions, Competition suppers, etc – The Club have purchased outdoor Café tables to encourage outdoor participation when socializing.
- Enhancing airflow by opening windows and doors
- Optimising fresh air flow in air conditioning systems.

## 6. Create workforce/activity bubbles

### Requirements

- You should limit the number of participants, volunteers and organisers engaging in activities across multiple teams/venues/facilities where practical. This includes avoiding as much as possible, having participants playing across multiple teams.

Action by VBTC

- Communicate to volunteers and organisers so they understand they cannot work across multiple sites
- Stagger start and finish times, to reduce the use of common areas at the same time.
- Communicate training groups to participants prior to attending Club to reduce number of people on premises.
- Designated areas within the Club for each group to store equipment and belongings (baskets, racquets, Balls etc.)
- Encourage participants, volunteers and organisers to minimise time in shared facilities when taking breaks/between games/sessions

VIEWBANK TENNIS CLUB - Competition Guide

Competition Teams  Parents, Family Team





# VIEWBANK TENNIS CLUB COMPETITION GUIDELINES

**To be used in conjunction with VBTC COVID Safe Plan (attached)**

## **1. COVID Marshall**

- a. The home team rostered for competition night will be deemed the COVID Marshall for the session's competition play and for ensuring the undermentioned requirements are met.

## **2. Participation/Attendance**

- a. Do not attend the courts if you:
  - are feeling unwell
  - are awaiting the results of a Covid-19 test
  - have had a positive test for Covid-19 and are required to self-isolate
  - have been exposed to someone with Covid-19 in the past 14 days

## **3. Before Play**

- a. Register your attendance using the **QR code** provided
- b. Sanitise your hands with the sanitiser provided
- c. Avoid entering the clubhouse other than to use the toilet facilities

## **4. During play**

- a. Players should bring their own full water bottles
- b. Players do not need to wear a face mask when playing tennis outdoors
- c. Players must carry a face mask with them at all times unless they have a lawful reason not to.
- d. Endeavour to keep at least 1.5 metres distance between yourself and others.
- e. Where possible avoid/minimise the sharing of equipment.
- f. No shaking hands
- g. Avoid touching your face

## **5. Spectators**

- a. Spectators are allowed.



- b. The numbers of spectators allowed is subject to the two square meter rule outside (club venue person limit - 200)
- c. Spectators should keep at least 1.5 metres from others while watching a game.

## 6. Communal Indoor Facilities

- a. The clubhouse will be open, but only to allow players to utilise the toilet/kitchen facilities
- b. the four-square metre rule must be observed (the absolute maximum numbers allowed in the clubhouse is capped at **20**, but this number is highly unlikely to be reached)
- c. Post-match suppers allowed outside only
- d. Players should avoid socialising indoors after play
- e. Face masks to be worn inside the clubhouse when you are not able to socially distance
- f. The rostered team, when they finish playing, will be responsible for cleaning key touch points in the clubhouse (door handles; light switches; taps; toilet flush buttons, tables and kitchen bench/sink, fridge handles)
- g. The rostered team will also be responsible to clean outside touch points on gates entering each court and the main gate

### NOTE:

*The above requirements have been adapted from the most recent DHHS published guidelines for community sport and recommendations from Tennis Victoria*