

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

Your COVID-19 Safety Plan

General

Business details

Business name	Northbridge FC
Business location (town, suburb or postcode)	Thomson Park, Artarmon
Completed by	Paul Casamento
Email address	wpl@northbridgefc.com.au
Effective date	11 October 2021
Date completed	10 October 2021

Wellbeing of staff and customers

Exclude people who are unwell from the premises.

Agree

Yes

Tell us how you will do this

Advise parents and players to not come to training or games whilst sick.
Covid Marshall at training or game will turn away people who appear unwell

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

Yes

Tell us how you will do this

We will distribute this plan and abbreviated plans to players and parents and staff about the Covid-19 requirements for each event (Training or game).

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

Yes

Tell us how you will do this

where possible, we will have the NSW Government version of the Stay Away if Unwell signs and the QR check-in signs with the standard text about record keeping.

Encourage staff to access COVID-19 vaccination.
Agree

Yes

Tell us how you will do this

we have encouraged all staff (and players and parents) to be vaccinated and will exclude them during the 70-80% lockdown period from any events if not double vaccinated.

Physical distancing

Capacity must not exceed one person per 4 square metres of space in indoor areas of the premises and one person per 2 square metres of space in outdoor areas of the premises.

Agree

Yes

Tell us how you will do this

We will follow the FNSW guideline of having less than 30 people in each 1/4 of a field.
We will not be using indoor facilities at this time.

Ensure 1.5m physical distancing where possible, including:

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

Agree

Yes

Tell us how you will do this

Where there are confluence points we will place signs reminding staff, players and parents to keep their distance.

Agree

Yes

Avoid congestion of people in specific areas where possible.

Tell us how you will do this

At each gate we will have signage asking people to distance.
We will discourage parents from leaving their vehicles during training (drop and run).
We will limit to only one spectator per player during any games (Summer Football or trial and competition matches.)

Have strategies in place to manage gatherings that may occur immediately outside the premises.

Agree

Yes

Tell us how you will do this

The Covid Marshall and team manager will encourage people to disperse immediately after training / games.

Ventilation

Review the COVID-19 guidance on ventilation available at <https://www.nsw.gov.au/covid-19/getting-back-to-work-a-covid-safe-way/ventilation-guidance> and consider which measures are relevant to your premises before completing this COVID-19 Safety Plan.

Agree

Yes

Tell us how you will do this

N/A

Use outdoor settings wherever possible.

Agree

Yes

Tell us how you will do this

We will only use outdoor facilities

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

Agree

Yes

Tell us how you will do this

N/A

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

N/A

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

N/A

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

N/A

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

N/A

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

Agree

Yes

Tell us how you will do this

Hand sanitiser will be supplied at entry and exit points for players, staff and parents. Parents will be encouraged to bring their own sanitiser.

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

Agree

Yes

Tell us how you will do this

Bathrooms are cleaned and stocked daily by council in public facilities.

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

Bathrooms are cleaned and stocked daily by council in public facilities.

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, customers and contractors.

Agree

Yes

Tell us how you will do this

we will have QR code check in facilities at training venues for parents, players and staff over 16 years of age.

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 premises.

Agree

Yes

Tell us how you will do this

Coaches and or managers and or the Covid Marshall will check the green tick for participants over 16 years of age.

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, customers 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

We have records of all attendees at training through our Club TeamApp tool. Parents/Players record who is present or not. Records can be attained through the ClubAdmin login in at any time.

At NBO during summer football we will have a sign -in sheet for teams that will record who is present in addition to the QR sign-in signs.

Other types of venues or facilities within the premises must complete COVID-19 Safety Plans where applicable. If contact details are captured electronically upon entry to the main premises 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 where these sub-premises are gyms, entertainment facilities, hospitality venues, nightclubs and retail premises.

Agree

Yes

Tell us how you will do this

N/A

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

Yes