



# SCGA - COVID-19 SAFETY PLAN

South Coast Gymnastics Academy

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<b>Version</b>	1
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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 South Coast Gymnastics Academy to support SCGA and its staff and members in the staged resumption of club activities.

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

### 3. Responsibilities under this Plan

South Coast Gymnastics Academy retains the overall responsibility for the effective management and implementation of the return to sport activities and operations outlined in this Plan.

The Operational Team Management of South Coast Gymnastics Academy 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 Operational Team Management has appointed the following person as the South Coast Gymnastics Academy 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:

<b>Name</b>	<b>Liz Medway</b>
<b>Contact Email</b>	<a href="mailto:liz@scga.com.au">liz@scga.com.au</a>
<b>Contact Number</b>	0425368581

South Coast Gymnastics Academy expects all members, participants, coaches, officials, 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 South Coast Gymnastics Academy;
- 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 from 18<sup>th</sup> May 2020, participants are training at Level B (Step 1) of the AIS Framework. The Plan outlines specific sport requirements that South Coast Gymnastics Academy will implement for Level B and Level C of the AIS Framework.

South Coast Gymnastics Academy will transition to the training activity and facility use as outlined in Level B of the AIS Framework and 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

South Coast Gymnastics Academy 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).

<b>AIS Activities</b>	<b>Level A:</b> Training in no more than pairs. Physical distancing required.	<b>Level B:</b> Indoor/outdoor activity. Training in small groups up to 10. Physical distancing required.		<b>Level C:</b> Full sporting activity (training and competition) allowed. No restriction on numbers. Contact allowed.	
<b>Roadmap Activities</b>	N/A	<b>Step 1:</b> No indoor activity. Outdoor sport (up to 10 people) consistent with AIS Framework.	<b>Step 2:</b> Indoor/outdoor sport up to 20 people. Physical distancing (density 4m <sup>2</sup> ).	<b>Step 3:</b> Venues allowed to operate with up to 100 people with physical distancing. Community sport expansion to be considered consistent with AIS Framework.	<b>Further steps TBC</b>

## 5. Recovery

When public health officials determine that the outbreak has ended in the local community, South Coast Gymnastics Academy will consult with relevant authorities to identify criteria for scaling back its COVID-19 prevention actions. South Coast Gymnastics Academy will also consider which protocols can remain to optimise good public and participant health.

At this time the Operational Team Management of South Coast Gymnastics Academy 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: Outline of Return to Sport Arrangements

## South Coast Gymnastics Academy Part 1 – Sport Operations

Area	Plan Requirements (for activities under AIS Framework Level B)	Plan Requirements (for activities under AIS Framework Level C)
<b>Approvals</b>	<p>The club must obtain the following approvals to allow a return to training at Level B:</p> <ul style="list-style-type: none"> <li>• State/Territory Government approval of the resumption of community sport.</li> <li>• Relaxation of public gathering restrictions to enable training to occur.</li> <li>• National/state sporting body/local association approval of return to training for community sport.</li> <li>• State body Gymnastics NSW Induction &amp; education training of staff/club management on risk management outlining Workplace Health and Safety.</li> <li>• Club Operational Management Team has approved return to training for club.</li> <li>• Insurance arrangements confirmed to cover training.</li> </ul>	<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"> <li>• Relaxation of public gathering restrictions to enable training to occur.</li> <li>• National/state sporting body/local association approval to return to training/competition for community sport.</li> <li>• Club Operational Management Team has approved return to competition for club.</li> <li>• Insurance arrangements confirmed to cover competition.</li> </ul>
<b>Training Processes</b>	<p>South Coast Gymnastics Academy will ensure:</p> <ul style="list-style-type: none"> <li>• To emphasise AIS Framework principle of “Get in, train, get out” – arrive ready to train.</li> <li>• Length and scheduling of training sessions to reduce overlap.</li> <li>• Clearly outline nature of training permitted (e.g. small groups to train and for team meetings, equipment/skill drills able to be used, certain sport activities not permitted during Level B training, no contact including high fives/hand shaking, no socialising or group meals).</li> <li>• Defined training areas for each training group, maintaining base density requirement of 4 square metres per person and physical distancing (&gt;1.5 metres).</li> <li>• Sanitising requirements, including use of sanitising stations.</li> <li>• Treatment of shared equipment (e.g. sanitise equipment before, during,</li> </ul>	<p>South Coast Gymnastics Academy will ensure:</p> <ul style="list-style-type: none"> <li>• AIS Framework principles – full sporting activity that can be conducted in groups of any size (subject to COVIDSafe Roadmap) including full contact.</li> <li>• For larger team sports, consider maintaining some small group separation at training.</li> <li>• Limit unnecessary social gatherings.</li> <li>• Clearly outline nature of training permitted.</li> <li>• Access to treatment from support staff.</li> <li>• Sanitising requirements continue from Level B.</li> <li>• Treatment of shared equipment continues from Level B.</li> <li>• Personal hygiene encouraged (e.g. wash hands prior to training, no</li> </ul>

	<p>after sessions) and use of such equipment to be limited.</p> <ul style="list-style-type: none"> <li>• No sharing of personal equipment.</li> <li>• Personal hygiene encouraged (e.g. wash hands prior to training, no spitting or coughing).</li> <li>• Guidance for travelling to and from gym arrangements (e.g. physical distancing, drop off and pick up areas, limit car use</li> <li>• Closer of waiting/viewing room during afternoon classes.</li> <li>• Parent Guide handbook to be given to all members</li> <li>• Training attendance register kept.</li> </ul>	<p>spitting or coughing).</p> <ul style="list-style-type: none"> <li>• Waiting/viewing area limited using the 1.5 metre social distancing rule during afternoon classes.</li> <li>• Training attendance register kept.</li> </ul>
<b>Personal health</b>	<p>SCGA personal health protocols:</p> <ul style="list-style-type: none"> <li>• Graded return to sport to avoid injury.</li> <li>• Advice to All Staff, members and community to not attend if unwell (including any signs/symptoms of cold, flu, COVID-19 or other illness).</li> <li>• Washing of hands prior to, during and after training and use of hand sanitiser available.</li> <li>• Avoid physical greetings (i.e. hand shaking, high fives etc.).</li> <li>• Avoid coughing, clearing nose, spitting etc.</li> <li>• Not to share personal equipment.</li> <li>• Parent Guide handbook to be given to all members</li> </ul>	<p>SCGA personal health protocols:</p> <ul style="list-style-type: none"> <li>• Requirements continue from Level B.</li> <li>• Graded return to sport to avoid injury.</li> <li>• Advice to All Staff, members and community to not attend if unwell (including any signs/symptoms of cold, flu, COVID-19 or other illness).</li> <li>• Washing of hands prior to, during and after training and use of hand sanitiser available.</li> <li>• Avoid physical greetings (i.e. hand shaking, high fives etc.).</li> <li>• Avoid coughing, clearing nose, spitting etc.</li> <li>• Not to share personal equipment.</li> </ul>
<b>Hygiene</b>	<p>SCGA hygiene protocols to support training.</p> <ul style="list-style-type: none"> <li>• Following Gymnastics Australia General Surfaces Cleaning – Item Cleaning &amp; Equipment Cleaning Guidelines that will be adopted by club.</li> <li>• Implementing cleaning prior, during and after operational classes.</li> <li>• Guidelines and posters for sanitisation and personal hand cleaning, including requirements.</li> <li>• Implementation and requirements for Social Distancing including marking out spaces and posters.</li> <li>• Implementation and requirements for how to Cover your Cough guidelines and posters</li> <li>• installation of sanitisation stations throughout the venue</li> <li>• Videos reinforcing and supporting correct hygiene</li> </ul>	<p>SCGA hygiene protocols to support training.</p> <ul style="list-style-type: none"> <li>• Hygiene and cleaning measures to continue from Level B.</li> <li>• Following Gymnastics Australia General Surfaces Cleaning – Item Cleaning &amp; Equipment Cleaning Guidelines that will be adopted by club.</li> <li>• Continue implementing cleaning prior, during and after operational classes.</li> <li>• Guidelines and posters for sanitisation and personal hand cleaning, including requirements.</li> <li>• Implementation and requirements for Social Distancing including marking out spaces and posters.</li> <li>• Implementation and requirements for how to Cover your Cough guidelines and posters</li> <li>• installation of sanitisation stations throughout the venue</li> </ul>

		<ul style="list-style-type: none"> <li>Videos reinforcing and supporting correct hygiene</li> </ul>
<b>Communications</b>	<p>Communications plan adopted by South Coast Gymnastics Academy for staff, members, volunteers and families:</p> <ul style="list-style-type: none"> <li>SCGA will brief staff, members, volunteers and families on return to training protocols including hygiene protocols via Zoom meetings, email and social networks posting and reinforcement of hand washing and general hygiene etiquette.</li> <li>Parent Guide handbook to be given to all members</li> <li>SCGA will promote good personal hygiene practices in and around training sessions and in Club facilities via displaying posters in all areas including main entry, drop off and pick up zone, gymnasium, bathrooms etc.</li> <li>All SCGA staff will undergo our state body GNSW COVID-19 induction plan prior to start working, this will be done as a scheduled Zoom meeting.</li> <li>Endorsement of government COVIDSafe app and encouragement to staff, members, volunteers and families to download and use app.</li> <li>SCGA will inform how individuals can access mental health and wellbeing counselling services</li> </ul>	<p>Communications plan adopted by South Coast Gymnastics Academy for staff, members, volunteers and families:</p> <ul style="list-style-type: none"> <li>SCGA will brief staff, members, volunteers and families on Level C protocols including hygiene protocols via Zoom meetings, email and social networks posting and reinforcement of hand washing and general hygiene etiquette.</li> <li>Continued endorsement of government COVIDSafe app and encouragement to staff, members, volunteers and families to download and use app.</li> <li>SCGA will continue to inform how individuals can access mental health and wellbeing counselling services</li> </ul>

## Part 2 – Facility Operations

Area	Plan Requirements (for activities under AIS Framework Level B)	Plan Requirements (for activities under AIS Framework Level C)
<b>Approvals</b>	<p>South Coast Gymnastics Academy must obtain the following approvals to allow use of club facilities at Level B:</p> <ul style="list-style-type: none"> <li>State/Territory Government approval of the resumption of facility operations.</li> <li>Our governing body Gymnastics Australia and State body Gymnastics NSW approval for resuming.</li> <li>State body Gymnastics NSW Induction &amp; education training of staff/club management on risk management outlining Workplace</li> </ul>	<p>South Coast Gymnastics Academy must obtain the following approvals to allow use of club facilities at Level C:</p> <ul style="list-style-type: none"> <li>State/Territory Government approval of the resumption of facility operations.</li> <li>Our governing body Gymnastics Australia and State body Gymnastics NSW approval for resuming.</li> <li>SCGA management has approved plan for use of club facilities.</li> </ul>



	<p>Health and Safety</p> <ul style="list-style-type: none"> <li>• SCGA management has approved plan for use of club facilities.</li> <li>• Insurance arrangements confirmed to cover facility usage.</li> </ul>	<ul style="list-style-type: none"> <li>• Insurance arrangements confirmed to cover facility usage.</li> </ul>
<b>Facilities</b>	<p>South Coast Gymnastics Academy specifics of how facilities will operate according to the SCGA Business's COVIDSafe risk assessment plan:</p> <ul style="list-style-type: none"> <li>• Parts of facilities that are available during Level B restrictions; limit to gymnasium, toilets and office facilities and minimise use of communal facilities such as kitchens and the closure of Waiting/Viewing room during afternoon classes.</li> <li>• Hygiene and cleaning protocols maintained following SCGA cleaning guidelines for surfaces, items and gym equipment as set out by the governing body Gymnastics Australia</li> <li>• Provision of appropriate health and safety equipment, Personal Protective Equipment (PPE) and personal hygiene cleaning solutions.</li> </ul>	<p>South Coast Gymnastics Academy specifics of how facilities will operate according to the SCGA Business's COVIDSafe risk assessment plan:</p> <ul style="list-style-type: none"> <li>• Return to full use of Club facilities keeping limited social distancing protocols in place.</li> <li>• Hygiene and cleaning protocols maintained following SCGA cleaning guidelines for surfaces, items and gym equipment as set out by the governing body Gymnastics Australia in Level B</li> <li>• Provision of appropriate health and safety equipment, Personal Protective Equipment (PPE) and personal hygiene cleaning solutions as per Level B].</li> </ul>
<b>Facility access</b>	<p>South Coast Gymnastics Academy facility access protocols:</p> <ul style="list-style-type: none"> <li>• SCGA Health screening measures require temperature checks prior to entry to our facility.</li> <li>• Restrictions on facility access to limit anyone who has: <ul style="list-style-type: none"> <li>– COVID-19 or has been in direct contact with a known case of COVID-19 in the previous 14 days.</li> <li>– Flu-like symptoms (e.g. temperature-fever, sneezing, coughing, sore throat, feeling unwell).</li> <li>– Travelled internationally in the previous 14 days.</li> <li>– High risk elderly members (over the age of 65 or have chronic medical conditions)</li> </ul> </li> <li>• Only essential participants may attend the SCGA facilities: to minimise numbers; not more than one parent/carer per early childhood classes and no parent/carer allowed in afternoon classes. Gathering numbers should not exceed government allowances (COVIDSafe Roadmap maximum gatherings: Step 1 (10 people), Step 2 (20 people), Step 3 (100 people)</li> <li>• Staff, members, volunteers and families should observe physical distancing requirements (&gt;1.5 metres).</li> <li>• Managed access including entry/exit points, managed traffic flows,</li> </ul>	<p>South Coast Gymnastics Academy facility access protocols:</p> <ul style="list-style-type: none"> <li>• Continue Level B protocols as appropriate.</li> <li>• Staff, members, volunteers and families may attend the club facilities keeping to the following requirements: gathering numbers should not exceed government allowances (COVIDSafe Roadmap maximum gatherings: Step 1 (10 people), Step 2 (20 people), Step 3 (100 people).</li> <li>• Staff, members, volunteers and families should observe physical distancing requirements (&gt;1.5 metres) and density requirements (one person per 4 square metres).</li> <li>• Continued managing access to entry/exit points, manage traffic flows, stagger arrival/departure times.</li> <li>• Non-essential personnel will be discouraged from entering Gymnasium's bathrooms</li> <li>• Continue physical distancing protocols using zones in viewing/waiting room, bathrooms, café will use of physical zone indicators (signage, line marking, waiting indicators, and markings on seats).</li> <li>• Continue Cafe operations as Level B</li> <li>• Relay general advice on physical distancing in club facilities including discouraging face to face meetings where possible, restricting site visitors, deferring or splitting up large meetings.</li> </ul>

	<p>stagger arrival/departure times.</p> <ul style="list-style-type: none"> <li>• Non-essential personnel will not be allowed to enter Gymnasium's bathrooms</li> <li>• Physical distancing protocols including use of zones in viewing/waiting room, bathrooms, café will use of physical zone indicators (signage, line marking, waiting indicators, and markings on seats.</li> <li>• Cafe operations to include food and cash handling protocols, hygiene and cleaning measures and established zones.</li> <li>• General advice on physical distancing in club facilities including discouraging face to face meetings where possible, restricting site visitors, deferring or splitting up large meetings.</li> <li>• Detailed attendance register to be kept by all staff on duty for all classes.</li> <li>• Parent Guide handbook to be given to all members</li> <li>• All records will be kept according to the SCGA Privacy Policy to protect sensitive health information.</li> </ul>	<ul style="list-style-type: none"> <li>• Continue to keep detailed attendance register by all staff on duty for all classes.</li> <li>• Continue to record information according to the SCGA Privacy Policy to protect sensitive health information.</li> </ul>
<b>Hygiene</b>	<p>South Coast Gymnastics Academy specifics of how their hygiene protocols will ensure regular sanitisation and cleaning of club facilities:</p> <ul style="list-style-type: none"> <li>• Any safe hygiene protocols distributed by national/state sporting body or local association that will be adopted by club including: <ul style="list-style-type: none"> <li>– Availability of hand sanitiser at entry/exit points to venue and elsewhere.</li> <li>– Protocols for sanitising stations, sanitising shared equipment, uniforms.</li> <li>– Cleaning standards – increase regular cleans and frequent wiping of high touch surfaces.</li> <li>– Displaying posters outlining relevant personal hygiene guidance.</li> <li>– Avoiding shared use of equipment.</li> <li>– Provide suitable rubbish bins with regular waste disposal.</li> <li>– Guidelines for sanitisation and cleaning of Club facilities.</li> <li>– Guidelines for safe distancing protocols and displaying posters, zones.</li> </ul> </li> </ul>	<p>South Coast Gymnastics Academy specifics of how their hygiene protocols will ensure regular sanitisation and cleaning of club facilities:</p> <ul style="list-style-type: none"> <li>• Continue hygiene and cleaning measures as per Level B.</li> </ul>
<b>Management of unwell</b>	South Coast Gymnastics Academy specifics of protocols to manage unwell	South Coast Gymnastics Academy specifics of protocols to manage unwell

<b>participants</b>	<p>participants at our facility:</p> <ul style="list-style-type: none"> <li>• Isolation/medical requirements for all staff, members, volunteers and families at the onset of any symptoms including club facilities that can be used to manage symptomatic participants (office is SCGA designated medical area)</li> <li>• Induction &amp; education training of staff/club management on treatment of symptomatic participants and disinfecting of facilities used by such participants.</li> <li>• Notification protocols for notifying public health authorities and other attendees of symptomatic participants.</li> </ul>	<p>participants at our facility:</p> <ul style="list-style-type: none"> <li>• Measures as per Level B.</li> </ul>
<b>Club responsibilities</b>	<p>The club will oversee:</p> <ul style="list-style-type: none"> <li>• Provision and conduct of hygiene protocols as per the Plan.</li> <li>• The capture of a record of attendance at all training and club activities and maintaining an up-to-date log of attendance.</li> <li>• Coordination of Level B training operations.</li> <li>• Operation of the club's facilities in support of all Level B training activities in accordance with this Plan.</li> </ul>	As per Level B.