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COVID SAFE PLAN

Epsom Football Club / Bendigo Amateur Soccer League

Endorsed by Trevor Harvey, Epsom Football Club President and Epsom Football Club Committee 2020-21

10th of November 2020

COVID-19 COMMITMENT STATEMENT

At the Epsom Football Club, we are fully committed to providing a safe and healthy environment for members of our club (volunteers, players, personnel, families, spectators) and the wider community and are committed to implementing practices in line with guidance available from Sport Australia, Football Federation Australia, Football Victoria, our local council, the Victorian State Government and other relevant authorities applicable to our club.

We also acknowledge the directions imposed by the Victorian State Government will be followed as we undertake football activities during the remainder of 2020 and into 2021, and we commit to adhering to the latest advice from Football Victoria and the Victorian State Government in this regard.

It is important to our club to lead and promote a strong culture of COVID-19 safety for the health and wellbeing of participants and the broader community.

1. ENSURE PHYSICAL DISTANCING

You must ensure participants, coaches, club/association personnel, parents, permitted spectators, etc. are 1.5 metres apart as much as possible.

To ensure physical distancing, our club/association will:

- Display signs to show patron limits at the entrance of enclosed areas where limits apply (e.g. canteen or changeroom)
- Limit the number of participants to the minimum required to play (i.e. limit training to usual age group squad size)

- Zone training areas to limit intermingling between training groups
- Stagger training start times, leaving 15 minutes between training sessions
- Limit use of seats and toilet or changing cubicles at facility to every second seat/cubicle
- Discourage carpooling
- Use floor markings to indicate appropriate physical distancing
- Signpost entry and exit points where possible to limit congregation at the start and end of training
- Conduct meetings or individual fitness sessions from home, where possible

Our club/association has the following indoor spaces:

- Canteen (density quotient: 5)
- Function Room (density quotient: 20)
- Change rooms with toilets (density quotient: 10 per small room, 20 per large room)
- Toilets (density quotient: 2)
- Storage Room (density quotient: 5)

We will provide/require the following training and guidance to our personnel/volunteers:

- Guidance posters at the venue, nominate COVID Safety officers who must complete the free Australian Government online COVID-19 Infection Control Training.

2. WEAR A FACE MASK

Everyone above the age of 12 years old must wear a face mask when they leave their home, unless they have a lawful reason for not doing so.

Employers must ensure employees wear a face mask while at work unless an exemption applies.

To ensure all participants over the age of 12 wear a face mask, our club/association will:

- Ensure a supply of disposable face masks are available for the use of all participants/attendees at all training sessions and matches

- Provide information to participants around washing reusable masks each day and changing disposable masks at least once per day.
- Market this plan out to all members via all media channels, to allow members to understand the conditions of mask wearing.
- Have our applicable team Coaches and Managers monitor members in these age groups to make sure masks are worn when required.

3. PRACTISE GOOD HYGIENE

Additional hygiene measures are a priority. Clubs/associations and venue and facility operators should maintain good hygiene in their premises, and document hygiene practises in this COVID Safe Plan.

Examples of practising good hygiene as a club/association and/or venue and facility operator include:

To ensure that our club and all personnel and participants practise good hygiene, our club will:

- Ensure that cleaning products and disinfectants are accessible to participants and personnel
- Venue/facility cleaning and disinfecting on a frequent and scheduled basis, ensuring particular frequency for high touch surfaces and bathrooms/change rooms
- Developing a cleaning/disinfecting schedule for high touch surfaces at the venue as well as for equipment
- Ensuring that one or more personnel from your club or association undertakes infection control training (available free online or in person)
- Display a cleaning log (or request the facility owner does so) in shared spaces such as toilets
- Ensuring that hand soap and sanitiser dispensers are regularly refilled and always available for participants and personnel
- Display posters on good hygiene and handwashing practises in prominent places and establish hygiene stations at entrances and throughout the venue/facility to encourage good hand hygiene
- Our Club will complete all the above conditions (when restrictions require) and market out to members across all media channels.

4. KEEP RECORDS AND ACT QUICKLY IF WORKERS BECOME UNWELL

All venues and clubs/associations must keep records of every person who attends the venue/facility or participates in community sport and recreation, and should have a response plan, as part of this COVID Safe Plan, ready for the possibility of a person with COVID-19 at their premises.

Clubs must ensure that they maintain an attendance register for every person that attends for a period of more than 15 minutes (including participants, personnel, parents and other permitted spectators). This could be in the form of the [Record of Attendance template](#) on the Football Victoria website, or in another suitable format (e.g. QR code).

You must keep the attendance register record for at least 28 days.

If a worker, participant or volunteer who is a confirmed case of COVID-19 has attended your venue/facility while they are infectious, you must follow your response plan. Consider the DHHS [Workplace guidance for managing suspected and confirmed cases](#), which has minimum requirements for this response plan, including:

- a. Undertake a risk assessment
- b. Contact DHHS and Work safe
- c. Determine hot spots
- d. Clean the premises

Our club will keep records of all attendees in the following way:

- When restrictions require, our Club will have an active QR code scanning register at all possible entrances for recording these details:
- Name, Date, Time, Contact Number, Indoor space visiting,
- All members will be informed of this process and it will be marketed to our members heavily.

If a worker, participant or volunteer who is a confirmed case of COVID-19 attends our venue/facility while they are infectious, our response plan is:

- Inform all staff at the workplace to be vigilant about the onset of COVID-19 symptoms and at symptom onset to self-isolate and be tested as soon as reasonably practicable.
- Undertake a risk assessment to determine closure and cleaning requirements (in whole or in part).
- Undertake a comprehensive clean of the workplace, in whole or part, based on the risk assessment.
- Identify workplace close contacts associated with the employee's attendance at work

- Notify those close contacts to quarantine at home for 14 days.
- Notify DHHS or other entity nominated by the Department, report on actions taken above, provide a copy of risk assessment, provide close contact details, and comply with any further directions from DHHS or WorkSafe as to further closure or cleaning.
- Workplaces must only reopen:
 - Once all obligations under the directions have been complied with; and
 - On the authority of the DHHS Public Health team.

5. AVOID INTERACTIONS IN ENCLOSED SPACES

In Victoria, employers have OHS duties and obligations to do what is reasonably practical to provide a working environment that is safe and without risks to the health of workers or other visitors/participants.

As part of creating a safe working environment that addresses risks associated with potential exposure to coronavirus (COVID-19), venues and facilities should have a plan in place to minimise the amount of interactions conducted in enclosed spaces and maximise ventilation, air quality and use of outdoor spaces.

Where the use of indoor spaces is required (for example entrances and bathrooms) venues/facilities should have a plan to minimise the amount of interactions conducted and maximise ventilation, air quality and use of outdoor spaces.

In the context of football, it is most likely that this will be relevant to the use of toilets, changerooms, storage rooms and canteens. Examples of actions that you could take to satisfy this principle are:

To minimise interactions in enclosed spaces, our club will:

- Where workers and participants are required to be indoors, open windows and outside doors where possible to maximise ventilation
- Limit interactions indoors
- Increase the number of areas for changing, or allow more time for changing, and consider staggering change times where practicable
- Encourage participants to change at home and limit use of toilet facilities
- Restrict and control access to shower facilities
- Allow the maximum amount of ventilation possible inside toilets, change rooms, storage areas and function room when possible.
- Limit the amount of time possible in change rooms, have players changed before turning up for training.

- Remove or separate access to showers when regulations request.

6. CREATE WORKFORCE BUBBLES

'Workforce bubbles' can help reduce the risk of infection and support contact tracing initiatives. A 'workforce bubble' in the football context is a defined group – coaching staff, necessary health/training staff, participants – who limit their in-person interactions to other members of the group.

This reduces the number of individuals that each person comes into contact with, rather than the number of interactions. This would contain any positive COVID-19 cases to a confined group within your club/association.

Our Club will create a 'bubble' by:

- Limit training sessions to one squad or team and the minimum staff required for coaching
- Follow rules around limiting spectators to one per participant, and only where parental supervision is required, or where care is required for a participant with additional needs
- Use clearly marked training zones to maintain consistent training groups
- Minimise any player movement between teams or squads
- Stagger training sessions so that different teams arrive at different times to reduce interaction between groups
- Advise participants and personnel not to carpool to training/matches
- Limit shared equipment to one training group
- Clean shared equipment between sessions or if it is to be used/rotated to another training group
- Limit after training exposure by limiting congregations
- Completing all the above conditions (when required)