



Bundaberg Hockey Association

COVID-19

Safety

Management

Plan

Under Stage 2 Restrictions

2 June 2020 Version 1



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1. Purpose

To reduce exposure to the spread of the Coronavirus (COVID-19).

To establish agreed protocols for the management of illness in athletes and personnel attending the hockey grounds at Hinkler Park.

To enable training to resume under Stage 2 of the Roadmap to easing Queensland’s restrictions.

2. Document History & Control

This Safety Management Plan applies from Saturday June 13 2020 when training shall commence and is subject to directives issued by the Queensland Chief Health Officer.

It will be updated to remain in effect after 10 July 2020 when Stage 3 of the Roadmap to easing Queensland’s restrictions is enacted, or is otherwise altered, varied or discontinued when COVID-19 control measures are either rescinded or Re-activated.

This Safety Management Plan is only valid on the last date of distribution; it currently resides locally with Bundaberg Hockey Association’s (BHA) Board who should be contacted if you are in doubt of the authenticity or currency.

DISTRIBUTION REGISTER				
Version Number	Date of Issue	Document Status	Recipient	Organisation
Draft V.1	03/06/2020	Issue for Review	BHA Board	BHA

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3. Scope

This plan applies to BHA employees, subcontractors, volunteers, affiliated Clubs, members, athletes and officials. It also applies to sports trainers, spectators and other users of Hinkler Park.

4. Responsibilities

The BHA Board shall ensure physical measures are in place before use.

Designated COVID Safe Coordinators shall ensure physical measures are in place during training sessions and games.



Association Venue Managers shall ensure requirements are met at the end of the last session.

Users are also responsible to ensure compliance with this plan.

5. Resources

5.1 Sport Support

[Hockey Queensland Return to Play Guidelines for Stage 2.](#)

[Framework for rebooting sport in a COVID-19 environment – EXECUTIVE SUMMARY](#)

[Framework for rebooting sport in a COVID-19 environment – ENTIRE DOCUMENT](#)

[National Principles for the resumption of Sport and Recreation activities](#)

[FIH - Start to plan for when your hockey fields reopen](#)

[Sport Australia Return to Sport](#)

[Hockey Australia COVID-19 Support Hub](#)

5.2 Queensland Government

[Unite against COVID-19](#)

[Roadmap to easing Queensland's restrictions](#)

[Return to Play Plan](#)

[Return to Play Guidelines](#)

[Qld Health Promotional Resources, e.g. Posters](#)

[Qld Health Advice](#)

[Industry COVID Safe Plan](#)

5.3 Federal Government

[Environmental cleaning and disinfection principles for COVID-19](#)

[Australian Government Department of Health](#)

[How To Clean and Disinfect a Workplace](#)

[Safe Work Australia COVIDSafe Checklists](#)

6. Queensland Government's Key Principles

6.1 General Directives

6.1.1 Physical Distancing

A minimum space of 1.5 metres between you and other people that are not from your household shall be observed. 4 square meters per person must be maintained when indoors or in a group.

6.1.2 Hygiene Principles

Hand washing with soap and water for 20 seconds or use hand sanitiser before and after any contact with surfaces. Cover coughs and sneezes, avoid touching your face and stay home if you are sick.

Frequent environmental cleaning and disinfecting, particularly surfaces that are touched by more than one person.



6.2 Sport Directives under Stage 2

- Participants gather outdoors in groups of no more than 20, including the coach and any other support staff.
- Parents or other people are required to keep a reasonable distance or will be included in the group of 20.
- No indoor activity – indoor physical recreation facilities must remain closed
- Maintain physical distancing of 1.5 metres wherever reasonably possible
- All activity and training must be non-contact, and no competitions are to take place until advised by government directives. Contact sports must be modified so that you can maintain 1.5m distance
- No use of communal facilities, except for toilets
- Venue operators must keep a record of attendees including first name, phone number, date and time of attendance.
- No use of shared equipment that touches the head or face or cannot be effectively cleaned i.e. soft materials or clothing
- Hand hygiene, frequent environmental cleaning and disinfection, use of own equipment where possible and minimise sharing of equipment.

7. Hazard and Risk Management (H.A.R.M)

Hazard and Risk Management at Hinkler Park shall be monitored by the BHA Board and the Facility Manager to ensure control measures are being implemented.

Users shall ensure compliance with this plan and any other Association and Club specific COVID Safe Plans.

All participants shall bring and only wear or user their own attire and equipment.

No equipment shall be left at Hinkler Park. No lost property will be kept at the centre.

All entrants must agree to the terms and conditions of entry.

8. Movement, Access and Health Management

8.1 General Principles

The approach to training is ‘get in, train, get out’ with a spectator free environment and the minimum support staff available to support training sessions and participants.

To reduce cleaning and monitoring activities to the essential minimum and to avoid unnecessary monitoring with limited resources, until this plan is revised or withdrawn Hinkler Park will remain a spectator free where possible.



It is strongly recommended that Parents and Guardians drop and go or wait in their car. If this is not possible the following rules should be followed:

- For Junior Training at most 1 x parent or caregiver attend (no non-participating siblings)
- No other spectators should be present
- Any non-participating personnel should be a minimum of 1.5m from any training area and maintain minimum 1.5m between each person.

Social distancing and hygiene practices must be observed by all parents or guardians that remain with their children during participation.

No loitering is to take place in the grounds and is only open as a thoroughfare. Social gathering is not permitted while this plan is in place.

8.2 Entry and Exit

Entry and exit shall only be via the main gate next to the canteen. Signs will clearly indicate which side of the gates to enter and exit.

Participants must follow clearly marked directions to the sign in station to register their details upon entry before moving to their designated zone. We ask this be done upon arrival and before moving to their designated zone. Participants shall only enter the Hinkler Park grounds 5 minutes before their start time. Goal keepers can use designated area in the dugout to prepare their equipment.

Please refer to the BHA Map to identify the separate entry and exit points for each zone.

Dugouts will be closed to all other groups.

8.3 Entry and Exit to Turf and Dugout Area

Teams to enter the dugout via the side gate located at the bottom of the dugout. Each team must enter through they side they will be allocated to in the dugout area.

Upon exiting the dugout, this must be done through the gates located at the back/top of the dugout area.

Warm up is allowed within 10 minutes prior to game start – providing the dugouts have been cleared by the previous teams.

Only necessary hockey gear e.g sticks, water bottles, medications to be allowed inside the team's designated side of the dugout. All stick bags are to remain at the back of the dugout area.

Each Team must be in separate areas at quarter and half time breaks.



8.4 Fit to Enter

All staff and users of Hinkler Park shall not attend if in the last fourteen days they have been unwell or had contact with a known or suspected case of COVID-19.

Players who have recovered from COVID-19 infection should consider a gradual return to training.

Persons suspected of being unwell, having any respiratory symptoms (even mild) or having signs of a fever shall be denied entry and requested to return home, seek medical attention and notify health authorities.

8.5 Notification of issues

Queensland Health shall be immediately notified by the BHA Executive or the Facility Manager where there are any health issues or suspected COVID-19 cases.

8.6 COVID-19 Tracking

Everyone is encouraged to download the COVID-19 App

8.7 Reporting

Where a participant subsequently tests positive for COVID-19, the exposure shall be immediately reported to a relevant Club Committee member who will notify their Association who will notify the Chief Executive Officer of Hockey Queensland within two (2) hours.

Training attendance records shall be provided to Queensland Health within 24 hours.

8.8 Availability of Hand Washing Facilities and hand Sanitiser

Sanitising stations shall be available at all entry and exit points of the facility and fields. Handwashing is available in the bathrooms.

Clubs and Associations shall provide sanitiser products for their training sessions.

8.9 Zones

Hinkler Park has been divided in to zones for use of the fields and for limited parents or guardians to attend. All Hinkler Park attendees shall proceed directly to their designated zone and must not enter into or interact with any one from another zone. Each zone has a separate entry and exit point.

As per the most recent guidelines, a maximum of 20 people is allowed in each zone.

Please refer to the BHA Map for directions.



8.10 Training Times

Clubs are responsible for allocating training times to adhere to numbers of a maximum of 20 at each session including coaches

Each training group must nominate a COVID Safe Coordinator to monitor activity and numbers

Non playing siblings are to be left at home on training nights. If this is not possible, children must remain in a separate zone in front of the club house up to a maximum of 20.

Groups are responsible for managing their own time and must not loiter or linger on the field when their time has concluded.

Remember to, Get in, train and get out!

8.11 Training Protocols

Until July 10 2020 non-contact skills training drills are allowed in small groups (not more than 20 people including coach or the minimum number of support staff reasonably required to manage the activity) and social distancing rules must be observed.

Groups are responsible for managing their social distancing during their session. Coaches are responsible for conducting sessions that meet the social distancing requirements.

8.12 Team Change Rooms

Participants are to arrive at and depart from Hinkler Park in their training attire.

The change rooms are closed and unavailable for use.

8.13 Public Toilets

The external toilet block will be available for use on training nights.

Once restrictions are lifted and fixtures can recommence in July, both the main door inside the clubhouse and the external doors to the public toilets will be propped open to limit the need to touch the door handle. Please ensure this door remains open.

Access to the public toilets is limited to no more than four persons at any one time in either toilet. Participants are to self-manage this requirement. Toilets cannot be used for changing and the showers will not be available for use. Please arrive dressed for training.

8.14 Canteen Access

The BHA Canteen will remain closed under Stage 2 restrictions. The Bar will be open for drinks and pre-packaged foods e.g. chips, lollies



8.15 Social Gatherings

There shall be no unnecessary social gatherings before or after training sessions within Hinkler Park.

No barbeques shall be held within Hinkler Park.

While not within the jurisdiction Hinkler Park, physical distancing measures should be observed around the car park areas.

9. Hygiene

9.1 Water Containers

Participants shall bring and only use their own water bottles.

All water fountains will be turned off and not in use.

9.2 Shared Equipment

Hockey sticks, shin pads and goal keeping equipment shall not be shared.

Towels and face washers shall not be shared.

Hockey balls shall not be shared between zones. If a ball from one Zone finds a way to another zone it cannot be retrieved until after the group in that Zone has left.

Hockey balls can be shared between people of the same group in a Zone however they must be cleaned by the designated COVID Safe Coordinator for that group after each training session.

Players are instructed to minimise hand contact with hockey balls and other non-essential surfaces

Gloves, provided by the training group, must be worn when moving goals.

The COVID Safe Coordinator is responsible for wiping down with sanitizer provided by BHA all high contact surfaces at the end of their session. This may include railings and door handles.

9.3 Umpires and Tech Officials

All umpires will be required to provide their own whistles and umpiring shirt. No sharing of equipment.

All Tech Officials are encouraged to supply their own pen for recording on Tech Sheets.

9.4 Shared Uniforms

Training bibs or any other clothing shall not be shared.

9.5 Handwashing and Sanitising

All participants, parents, guardians and staff shall have access to the public toilets to wash their hands with soap and water.

All participants will be required to sanitise their hands when entering and exiting Hinkler Park.



9.6 Full Body Showers

Showering at the venue is not permitted.

Participants are to shower at home prior to training and wear clean training attire.

Participants are to shower at home after training and wash training attire.

9.7 Prohibitions

The following must be observed:

- No spitting anywhere or on any person
- No gum to be consumed in the centre
- No smoking in the centre
- No sanitiser products are to be applied to people or high contact surfaces/equipment whilst on the turf as it can permanently stain
- No jewellery to be worn while training or playing

9.8 Cleaning Schedules

Time shall be allowed for Team COVID Safe Coordinators to clean their respective areas.

Spray bottles with disinfectant will be available in the toilets. Users are encouraged to spray down the taps and basins after use.

When normal fixtures commence, after the last game of each evening or following an incident BHA and Club COVID-19 Coordinators or Association Venue Volunteers shall clean and sanitise:

- Toilet stall door handles, taps and soap dispensers
- High contact hand rails

And regularly monitor paper towels, soap and hand sanitiser levels.

The BHA clubhouse will be commercially cleaned once a week.

10. Sports Medicine

Where reasonably possible it is recommended participants administer first aid or sport medicine themselves. E.g. complete their own ankle strapping, apply a band aid etc. In the case of an emergency call an ambulance on 000 and proceed with following standard first aid precautions.

Access to first aid kits will be available in the dugouts on game days for an emergency. If treating an injured person, the area where they are sitting will be covered by a disposable sheet. After use the disposable sheet must be placed in the rubbish by the first aider and the surface cleaned with disinfectant.



11. Personal Behaviour

11.1 Greetings

Handshakes and high-fives shall be discouraged.

Team huddles may only be held with player's maintaining 1.5m separation from each other and the coach.

11.2 Modification of Rules

Attendees requiring mobility aids shall continue to be afforded discretion to use aids such as, crutches, walking frames etc.

Where there has been contact by other participants, mobility aids shall be cleaned and or sanitised before and after use.

12. Communication

12.1 Electronic Media

The BHA COVID Safe Management Plan will be available on the Bundaberg Hockey Association website.

It will be emailed directly to the all Clubs and Branches.

12.2 COVID Safe Coordinator Induction

Each group booking a Training Zone will be required to nominate a COVID Safe Coordinator who will be attending the training with the group. E.g. Team Coach or Manager. The COVID Safe Coordinator will be required to complete an induction with the BHA Facility Manager before they can gain access to the facility.

12.3 Signage

Relevant signage will be posted on the entrance gate, and throughout the venue.

13. BHA User Groups

Each user of Hinkler Park will be required to have their own COVID Safe Plan on how they manage their people and equipment.

All User Groups will be required to agree to the new terms and conditions of entering Hinkler Park before they will be provided access to train.

14. Disciplinary Action

Individuals or groups failing to comply with the requirements set out in this Safety Management Plan will be requested to leave immediately.

Repeat offenders will be denied further entry.

Where the COVID Safe Coordinator fails to comply with the team requirements or where several team members fail to comply, the entire team shall be requested to leave.