

Help Now Group Pty Ltd

**COVID-19 MANAGEMENT PLAN FOR
GROUP BASED OUTDOOR ACTIVITIES**

Used in conjunction with the
**OUTDOOR COUNCIL OF AUSTRALIA (OCA) FRAMEWORK FOR REBOOTING OUTDOOR ACTIVITIES IN A
COVID-19 ENVIRONMENT**



Covid Management Plan **Stage 3** related to **ACT** as of 21/9/2020

PARTICULARS	GUIDING QUESTIONS AND REMINDERS	RESPONSE
<p>Organisation / person completing plan</p>	<p>What is your organisation's name?</p> <p>What type of organisation are you?</p> <p>Who is authorising this document and its use within your organisation?</p>	<p>Help Now Group Pty Ltd</p> <p>Charitable License and Company Limited by Guarantee</p> <p>Director- Rodney Stanton</p>
<p>Summary of</p>	<p>What type of group or organisation are you?</p> <p>What is the service you are arranging?</p> <p>In the early stages of returning to normal activity, have you considered modified activities and times to ensure there is less chance of injury?</p>	<p>Individual private company</p> <p>Social League Baseball game</p> <p>Yes, all have been mapped out and the current ACT allows games</p>
<p>Site Description</p>	<p>If you have a site you will be operating at, please describe the specific location and address</p> <p>If it is public space, describe the intended area of use such as the national park and trails planned for use</p> <p>Have you developed a map of how to manage people on the site?</p> <p>Will you have more than one group accessing your site at a time?</p>	<p>Narrabundah Baseball Park</p> <p>We are using a venue currently approved for fans to attend</p> <p>Yes, it mirrors the Baseball Canberra mapping of people in and out of the stadium</p> <p>No</p>
<p>Activity provision</p>	<p>Are you offering multiple activities?</p> <p>If no, name the activity you offer.</p> <p>If yes, list the exact activities being offered by your organisation in order of highest risk activity to lowest risk activity in reference to infection control and distancing (based on activity table below).</p>	<p>Food service, sitting in fans and participating on the field</p>

PARTICULARS	GUIDING QUESTIONS AND REMINDERS	RESPONSE
<p>User / consumer Summary and method to log participants</p>	<p>Summarise the user / consumer group.</p> <p>Have you assessed the health risk of this population within the Local Health Authority statistics and/or directives?</p> <p>What will you do if someone has flu like symptoms?</p>	<p>General public</p> <p>All users will have notification that general public and stars attending will have to remove themselves if any symptoms</p> <p><i>Notes; activity for the person with symptoms should cease immediately, isolate and be tested for COVID-19.</i></p>
<p>Communication and notification to participants / customers</p>	<p>What contact information will you be maintaining for each participant that can be accessed by Health in the event of an outbreak / case?</p> <p>How long will you keep the records for?</p> <p>What considerations do you need to contemplate for Privacy of your participants?</p> <p>How and who will you notify if contamination occurs?</p> <p>How will you communicate to health authorities?</p> <p>What will be your shut down process to enable investigation in the event of contamination?</p> <p>Is there a requirement to notify workplace health and safety authorities and/or landowners / land managers?</p>	<p>Check In CBR- Recommended by ACT health</p> <p>This will be with the ACT Health department</p> <p>Per ACT health identification</p> <p>ACT Health created the application to trace</p> <p>ACT will report to official parties along with Help Now Group Pty Ltd</p>
<p>Precautions and guidelines for your user group</p>	<p>Are there particular variants from the norm for your user group in regard to the care and likelihood of infection?</p> <p>Will your user group be at high risk of post activity complex issues if infected by COVID-19?</p> <p>What state or national information is available to inform you of the appropriateness of your user group participating in a group-based activity?</p>	<p>All participants in the on field game will be of a certain fitness level and have a lower likelihood to become infected</p> <p>The user group will not be at a higher risk by Covid19 unless they are aged or unwell. Our notifications will reflect this</p> <p><i>Notes; consider age, demographics, multiple health concerns, fitness level amongst others.</i></p>
<p>General hygiene protocols that will be implemented</p>	<p>What are the hygiene protocols you will implement for each part of your activity session?</p> <p>Have you thought about the types of contamination points there will be in your</p>	<p>Hand sanitizing stations, hand washing, social distancing</p> <p>Contaminant points will be food service, raffles and donation stations. We will have virtual / sms donation points to remove this risks</p>

	activity when considering this? Are you aware of the general and well documented hygiene protocols prepared by health authorities	
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<p>General principles of physical distancing and the key contact points</p>	<p>What are the key contact points of the activity you believe physical distancing might be problem?</p> <p>Identify and make sure you deal with these below. -e.g. transportation, entrance and exit points of congestion, participation in the activity, eating times, high touch points, toileting and other times.</p>	<p>Food service, toilets and donation stations</p> <p>We will have marked spaces where people can collect their food. Toilets are clearly marked about distancing</p>
<p>Entry and exit distancing planning</p>	<p>Will you require a clear pathway of entrance and exit separate to your normal process to enable distancing and controlled exposure control?</p> <p>How are you planning to manage your congestion points at your facility or activity location?</p> <p>Will you have protocols in place for car parks and managing the number of people coming to your site at a time?</p> <p>How will you manage flow and overcrowding and / or people who have to go into a standby mode while waiting for appropriate participation numbers?</p> <p>Will you have a participant drop-off system? If yes, will it be supervised?</p>	<p>Wide open gates, no tickets sold on the day.</p> <p>The congestion signs will be clearly marked as well as the voice over for the game will highlight that they need to remain safe and check in</p> <p>We will have staggered entry and exit lines to make sure there is not congestion</p> <p>There are overflow places where people have plenty of room to move around</p> <p>Staff are assigned to make sure that people know where to go</p>
<p>Non-participants and /or leader planning</p>	<p>What rules will you have in place to manage the attendance of minors?</p> <p>How will you manage spectators not intending to directly participate in the activity session?</p> <p>Will you provide prior notice to people in your advertising or bookings or will this be</p>	<p>Rules will be with their parents and making sure they understand their role to play on the field.</p> <p>They will have more than ample place to sit their chairs and make it away from other at the stadium</p>

	part of the signage when people arrive?	Covid19 signs apply as well as notifications on our webpage
Transport requirements	<p>Will transport be required as part of the service you provide?</p> <p>What protocols are in place to manage air flow and physical distancing in transport?</p> <p>What protocols are in place to manage hygiene and COVID-19 concerns during transport?</p>	<p>Transport is self-managed and no shared bussing to the site</p> <p>This will be at the discretion of those attending to the site independently</p>

PARTICULARS	GUIDING QUESTIONS AND REMINDERS	RESPONSE
<p>Use of the supporting infrastructure</p> <p>Such as amenities</p> <p>NB: indoor or outdoor restrictions may vary</p>	<p>Does the activity require the use of supporting infrastructure?</p> <p>Will your group be using any supporting infrastructure as part of their activities?</p> <p>Describe the supporting infrastructure and how these will be accessed or restricted during this activity?</p> <p>E.g. sheds, toilets, change rooms, club rooms, catering facilities, carparks etc.</p> <p>Have you planned out your space for facility use to ensure distancing is maintained?</p>	<p>It is strictly an outdoor game</p> <p>Toilets and food service area but no site down in close proximity to each other</p> <p>Restrictions are adaptable and able to accommodate even with stage two with appropriate distancing</p> <p>Sports stars will not be sharing locker rooms and will be able to change independently</p> <p>Locations, signs, and spaces mapped out where people can stand</p>
<p>Managing food and eating areas</p>	<p>Is food service required during the activity?</p> <p>Will people be providing their own food?</p> <p>Will you be serving food?</p> <p>Will you provide a distinct time for eating food where you can stagger meals?</p> <p>What space is provided for eating separate to the activity area?</p> <p>If you're operating at a school, will you follow normal school practices?</p>	<p>Yes</p> <p>No- food will be served on site</p> <p>Yes we will be serving individual service, not buffet style</p> <p>Food will be as required and within the venue for them to eat away from the crowded areas in their own physical distanced seating</p> <p>All the stands are able to accommodate people who are able to eat physically distant from others</p> <p><i>Notes; no food sharing should be considered and avoid buffets</i></p>

<p>Accessing Public Facilities</p> <p>NB: indoor or outdoor restrictions may vary</p>	<p>Will you require access to public facilities as part of your activities? Is it crucial to access these facilities?</p> <p>Does the landowner have these facilities currently open to the public? How will you obtain landowner permissions? What control measures will you have in place for this?</p>	<p>Yes, typical venue hire apply. Soap in toilets, with sanitizer and tracing app</p> <p>Is it is part of the government hire of the facility No, the facilities are strictly hire only and not regularly open to the public</p> <p>ACT Government will approve the booking</p> <p><i>Notes: consider the supply of sanitary items by organisations</i></p>
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PARTICULARS	GUIDING QUESTIONS AND REMINDERS	RESPONSE
	<p>Do you require additional infrastructure to accommodate your participants due to social distancing?</p>	<p>No</p>
<p>Leader – supervision controls</p>	<p>Are additional leaders required to manage group sizing due to COVID-19 management issues? Is additional training required? If so, has the training been delivered?</p>	<p>Yes, we have a team of CIT students and volunteers that will be part of the Covid plan for the day</p>
<p>Personal Protective Equipment (PPE)</p>	<p>What PPE is required under normal service provision? What additional PPE is required due to COVID-19 management issues? If the PPE is non-disposable (E.g. Helmets, harnesses, PFD's etc.), how can these products be sanitised appropriately? Is there manufacturers' directions or other accepted best practice guidance regarding cleaning of the specific equipment? Are you able to follow the manufacturers' directions or best practice guidance?</p>	<p>Face masks will be available for those who may request them on the day</p> <p>Food service provisions will be taken with masks and gloves per covid 19 restrictions</p> <p>Food safety trained professionals are approved to deliver this food service safely and hygiene specific to Covid 19</p> <p>Yes, trained food service staff will maintain and remove themselves if they are having symptoms</p>
<p>Activity Equipment</p>	<p>Do you require activity equipment to be used or provided for the activity?</p>	<p>Yes, all equipment will be individual for each person to have their own glove</p>

	<p>Are these provided to the user or do they bring their own? E.g. mountain bikes, saddles, paddles, kayaks.</p> <p>Do you have cleaning protocols for these pieces of equipment, even if provided by the user?</p> <p>Who will carry out the cleaning? How often will it be cleaned?</p>	<p>People will share a bat that will have access to sanitizing after each use or the use of gloves</p> <p>Each place where the bats will be kept will be the option for them to clean after each use with sanitizing wipes</p> <p>This will be per individual using the equipment</p>
Access to medical facilities	<p>Is there access to medical facilities or medical services during the activity?</p> <p>Do all activity leaders have adequate training in first aid and COVID-19 response protocols?</p>	<p>Yes there will be first aid staff and supplies on site per the site requirement for all events.</p> <p>Yes this will be delivered per the standard policy of health and safety</p>

PARTICULARS	GUIDING QUESTIONS AND REMINDERS	RESPONSE
	Does every activity leader have a fully stocked first-aid kit with appropriate COVID-19 PPE?	Yes
Readiness to reverse / amend plans	<p>What plans do you have in place to modify services again?</p> <p>What restrictions will you implement and how long will those changes stand?</p> <p>How will you implement your modified services potentially at short notice?</p>	<p>We can modify the game day events where applicable to meet the needs</p> <p>Not applicable, onetime event</p>
Readiness to advance to the next level if restrictions ease	<p>How can you move towards the next level and eventually to normal service delivery?</p> <p>What will you base your decision making on?</p>	Where restrictions reduce this will make it easier to deliver a great day out

Arrival	Waiting for game to start	During the game	After the game
<p>Step 1: All members are to join the queue set by social distancing markers laid out on the ground outside CHARITY GAME entry to the club. Markers will be situated both inside and outside the club dependent on how far away the reception desk is from the front doors.</p> <p>Step 2: Sanitising station is to be initiated and utilised at the front door before reaching their seating</p> <p>Step 3: Member of the public will use the Check In CBR app when arriving and validated by the staff at the gates</p>	<p>Step 1: A designated seating area for participants are spread out with a minimum of 1.5m for social distancing purposes.</p> <p>Step 2: A staggered start and finish To ensure avoiding exceeding social distancing.</p> <p>Step 3: In this time CHARITY GAME staff are to complete a risk assessment based on social distancing to ensure measurement and hygiene practices are implemented to best prepare a safe and clean space for participants.</p>	<p>Step 1: All parties will be able to sit with areas quarantined off for simple social distancing seating in the stands. They are also able to bring their lawn chairs to sit further away should they chose</p> <p>Step 2: Review ongoing sanitation during the game where there are big groups of people.</p> <p>Step 3: CHARITY GAME staff to wipe down surfaces, food service, refill any sanitisers, wipe tables etc.</p>	<p>Step 1: Ensure any drink bottles, towels, and clothing are taken home by the participant.</p> <p>Step 2: Detergent, soap, water or disinfectant is used on the appropriate area to ensure the space is clean</p> <p>Step 3: General public will be asked to social distance if they are looking for more pictures with celebrities</p>

COVID-19 MANAGEMENT PLAN

Celebrity Charity All Star Game

Situation planning for 18/10/2020 as of 21/9/2020

Charity All Star Game

Help Now Group Pty Ltd is adhering to the following:

Must:

- *Always limit distance between each walker to 1 person per 4 square metres as per the Health Department density requirement*
- *Have a written risk assessment for each walk that must include the COVID-19 restrictions*
- *Have hand sanitizer readily available for each attendant*
- *Not share any personal items like towels, drink bottles, food etc.*
- *Have a record of all the participants in case they need to be contacted for any contact tracing with Check In CBR App*

Should:

- *Observe, and encourage observing of, social distancing (1.5 metres rule) between group members or other members of public*
- *Facilitate good hand and respiratory hygiene, as much as possible*
- *Frequently clean and disinfect any facilities being used, including shared kitchens and bathrooms*
- *Implement signage to support compliance with current restrictions and advice at any facilities being used*