



White Hills Bowls Club Inc. A0001548R
 PO Box 6021 WHITE HILLS 3551
 03 5443 4473
 whitehillsbowlsclub@gmail.com
<http://www.whitehillsbowlsclub.com.au/>

COVIDSafe Plan for the White Hills Bowls Club

Plan completed by: Secretary and Director of Governance

Date reviewed: **23/03/2021**

Covid Compliance Officer: Mr L Basile

BOWLS VICTORIA - (COVID Safe Summer as of 6 December 2020) ALL OF VICTORIA

| | |
|------------------------------------|---|
| 'COVID Marshal' or 'COVID Officer' | <p>BV recommends clubs have a designated COVID Marshal on duty at all times. We recommend having multiple COVID Marshals available to ensure there is always at least one COVID Marshal on duty during club opening hours. We stress that the role of a COVID marshal for sport is not onerous but provides some responsibility for ensuring participants use the sign in/out process to assist with contact tracing and to ensure the equipment is sanitised etc.</p> <p>A COVID Marshal must:</p> <ul style="list-style-type: none"> • Be 18 years of age or over. • Take reasonable steps to visually identify as a COVID Marshal <p>A COVID Marshal is required to:</p> <ul style="list-style-type: none"> • Promote and ensure infection control practices (e.g., frequent hand washing) are followed. • Promote and take practical steps to ensure people* participating in the operations are complying with density requirements as per guidelines. • Promote and take practical steps to ensure people are physical distancing, comply with 1.5 metre rule. • Ensure that all COVID Safe Plans and COVID Management Plans (where relevant) or specific policies/protocols in relation to the prevention of coronavirus are effectively implemented and monitored. • Ensure that the operation has sufficient seating, hand washing facilities and cleaning regimes. |
| Contact tracing register | <p>To support contact tracing by accessing the QR registration or by requesting that each person who attends the premise for more than 15 minutes (including staff) provide</p> <ul style="list-style-type: none"> • First name and Last name • Phone number <p>Records must be kept for 28 days. Pens used to record details should be wiped with an alcohol wipe between users</p> |
| Masks | <p>When playing or watching the sport of bowls, a mask is not required.</p> |

In general, masks must be carried at all times. They are mandatory when inside shopping centres, retail stores inside shopping centres, department stores, electronics stores, furniture stores, hardware stores or supermarkets, when travelling on public transport or when travelling in a commercial passenger vehicle (unless a lawful exemption applies).

| | |
|------------------------------|--|
| Types of Competitions | <p>People must keep 1.5m apart at all times. Further information is in the heading "Number of Players"</p> <p>Pennant, Pennant Practice, Championships, Social Play, Training/Practice/Roll-ups, Tournaments and Barefoot bowls can all occur in line with density quotients, see "Number of Players"</p> |
| | |

| | | | |
|----------------------|--------------------------------------|-----------------------|----------------|
| Approval Level | Board of Management | Minutes Approval Date | 26/04/2021 |
| Review Cycle | As required by public health service | Review Date | 23/03/2021 |
| Responsible Director | Covid Compliance Officer | Document ID | COVIDSafe Plan |
| File pathway | | | |



White Hills Bowls Club Inc. A0001548R
 PO Box 6021 WHITE HILLS 3551
 03 5443 4473
 whitehillsbowlsclub@gmail.com
<http://www.whitehillsbowlsclub.com.au/>

| | |
|-------------------------------|---|
| Number of Players | <p>Outdoors: No patron caps with a density quotient of 1 per 2sqm for each space. Record keeping is required</p> <p>Indoors: No patron caps with a density quotient of 1 per 4sqm for each space.</p> <ul style="list-style-type: none"> Record keeping is required Clubs should consider how breaks will be managed given restrictions to clubhouse entry and may elect not to have a break. Additionally, staggered starting times can be considered to ease congestion of foot traffic. Clubs must set up their venue to ensure players can keep 1.5m apart at all times and can use the bank and surrounds to assist. Clubs and players should also consider options for inclement weather. <p>The number of players doesn't include the minimum number of employees or agents of the person necessary to safely operate the facility being present at the facility</p> |
| Social Distancing | <p>All players should keep 1.5m apart at all times.</p> <ul style="list-style-type: none"> Refrain from shaking hands, high-fives or any contact with others |
| Breaks in Play | <p>The historical tea break is not recommended in the current circumstances with the mandatory distancing requirements needed and the limit on numbers currently allowed inside Club rooms.</p> <ul style="list-style-type: none"> Should any Club consider they can have a workable alternative arrangement that would allow them to provide a tea break outside of the Club Rooms than it is their responsibility to mutually arrange such with the visiting Club/Clubs. BV's recommendation is that Clubs consider playing straight through over 21 ends and that such be allowed with the Playing areas/Divisions Conditions of Play. This must be arranged prior to the commencement of any play and agreed on by both Clubs. A short break of 10 minutes can be arranged during the playing period but this would be at differing times for each rink so as to not create a crowding and distancing issue. Breaks for bad weather and potential rain periods could cause a major concern for some home Clubs. Players will need to be able to seek whatever cover is available during any rain delay being mindful of social distancing requirements. If the available covered area is limited then Managers and Umpires may need to make an early decision on cancellation of play. Players should be prepared for inclement weather which may include rain-coats and/or spray jacket and/or an umbrella |
| Access to club house | <p>Clubhouses are open and subject to density quotients/patron caps and should be cleaned/sanitised regularly.</p> <p>Refer to the hospitality guidelines on the DHHS website for up-to-date advice on clubs/restaurants:</p> <p>https://www.coronavirus.vic.gov.au/cafes-and-restaurants#covidsafe-summer-restrictions</p> |
| Sanitising and hygiene | <p>Good hygiene is critical for slowing the spread of coronavirus (COVID-19). Everyone should be taking the following hygiene actions:</p> <ul style="list-style-type: none"> Wash your hands regularly for at least 20 seconds, using soap and water, or use a hand sanitiser that contains at least 70 percent alcohol. Wash your hands when you get home, arrive at other people's homes, at venues or at work. Wash your hands after blowing your nose, coughing, sneezing, or using the toilet. <p>https://www.dhhs.vic.gov.au/staying-safe-covid-19</p> <p>All attendees shall sanitise their hands upon arrival and leaving the venue.</p> <ul style="list-style-type: none"> Leads shall also sanitise their hands regularly All other players should sanitise their hands after every 6 ends |

| | | | |
|----------------------|--------------------------------------|-----------------------|----------------|
| Approval Level | Board of Management | Minutes Approval Date | 26/04/2021 |
| Review Cycle | As required by public health service | Review Date | 23/03/2021 |
| Responsible Director | Covid Compliance Officer | Document ID | COVIDSafe Plan |
| File pathway | | | |



White Hills Bowls Club Inc. A0001548R
 PO Box 6021 WHITE HILLS 3551
 03 5443 4473
 whitehillsbowlsclub@gmail.com
<http://www.whitehillsbowlsclub.com.au/>

| | |
|--|---|
| Carpooling | The DHHS website states: (https://www.coronavirus.vic.gov.au/travel-victoria-last-step#can-i-have-passengers-inmy-car) Can I have passengers in my car? Yes. Where possible: your passenger should sit in the back seat in order to maintain physical distancing. All passengers should wear a fitted face mask in the car unless you have a lawful exemption. Increase ventilation in the vehicle by opening windows wherever possible. Avoid having air-conditioning on recirculate. High touch surfaces should be cleaned and disinfected regularly. |
| Spectators | Spectators are allowed, subject to venue density quotients and hospitality guidelines – see the heading “Number of Players”. |
| Members and non-members | Members are permitted to play. Non-members are permitted to play |
| Green and surrounds Maintenance | Greenkeeping and surrounds work is permitted, however, workers/ volunteers should be aware of the current rules in their area and ensure they practice recommended social distancing and sanitising. |
| Provision of sanitiser/ | Should the club provide sanitiser? YES <ul style="list-style-type: none"> • Alcohol-based hand sanitisers - min. 70% alcohol (ethanol) content must be readily available at facilities for all training/games. • Soap/Handwash must be readily available in all bathrooms/toilets. • Clubs must ensure that frequently touched surfaces and objects (e.g. tables, countertops, light switches, doorknobs, and cabinet handles) are cleaned regularly when in use. |
| Shared facilities – water fountains | Water fountains are considered a high risk that need to be managed carefully and cleaned regularly. It is recommended that clubs and players BYO and/or provide individual bottles, but note that water fountains are not banned. |
| Equipment (mats and jacks etc) | All equipment must be sanitised when placed out by the home side and also by the lead bowlers prior to them commencing the end. <ul style="list-style-type: none"> • Spray chalk and liquid chalk must be the only markers used. • Players are not to touch other players bowls unless of absolute necessity. If such does occur further hand sanitising is required immediately. • The handling of the mat and kitty is to be limited as much as possible to the leads. • Leads’ are recommended to use hand sanitiser prior to picking up the jack and the mat to commence the next end. • Once the jack is rolled the Skip at the other end is to straighten it with his or her foot. Should the jack go into the ditch or out of bounds such should be collected with a lifter and returned, as necessary. Skips picking up the mat are to use a lifter, or if none is available, sanitise their hands regularly. Prior to further delivery the lead bowler will need to sanitise their hands. • Under no circumstances can bowls be shared. • The home team is to be allocated the responsibility for updating the scoreboard. Away teams should not touch the scoreboard. • Pens to keep score should not be shared. |
| Shared facilities – tea/coffee stations | There is nothing preventing a meal/snack/coffee before or after community sport. For any shared facilities, individually wrapped items will be provided. |
| Meals and drinks | Seated service is no longer required and the number of patrons in the club has been increased. The rules regarding meals are constantly changing and club will consult the DHHS website referring to the hospitality and club guidelines. |

| | | | |
|----------------------|--------------------------------------|-----------------------|----------------|
| Approval Level | Board of Management | Minutes Approval Date | 26/04/2021 |
| Review Cycle | As required by public health service | Review Date | 23/03/2021 |
| Responsible Director | Covid Compliance Officer | Document ID | COVIDSafe Plan |
| File pathway | | | |



White Hills Bowls Club Inc. A0001548R
 PO Box 6021 WHITE HILLS 3551
 03 5443 4473
 whitehillsbowlsclub@gmail.com
<http://www.whitehillsbowlsclub.com.au/>

| | |
|--|--|
| Shared facilities – toilets | All persons should minimise use of communal facilities where possible. <ul style="list-style-type: none"> • Clean bathrooms more frequently than lower traffic areas, especially taps, door handles and other frequently touched points. • Take all reasonable steps to ensure that frequently touched surfaces accessible to members of the public, including tables, bars, chairs, toilets and handrails, are cleaned regularly including when visibly soiled and post events or between groups. |
| Use of club cutlery, crockery etc | Cutlery, crockery and beverage containers will continue to be used with appropriate hygiene, cleaning and sanitation processes in place https://www.coronavirus.vic.gov.au/coronavirus-sector-guidance-accommodation-and-food-services Cleaning of kitchen surfaces: When in use, these will be cleaned at least twice a day) for high-touch surfaces, between users, and immediately after spills. Surfaces and fittings will be cleaned immediately when visibly soiled. https://www.coronavirus.vic.gov.au/coronavirus-sector-guidance-accommodation-and-food-services |
| Bins | The club will ensure there are plenty of bins are situated around the facilities and are cleaned regularly. |
| Canteens/ bars | The Bar, servery and dining facilities will be opened in line with hospitality guidelines. Cash can still be accepted as payment, but will encourage members to use contactless payments |
| Signage | The club will display all signage as per DHHS guidelines. |
| AGMs | Indoor and Outdoor AGMs can occur for the number of persons which comply with the density quotient and venue/group caps is an opportunity to conduct an AGM in person (subject to physical distancing of 1.5m). Online meetings can also occur which your RBM can assist you to set up |
| What to do if someone contracts COVID | Anyone who is unwell should not be at a club for any reason. If anyone develops symptoms at the club such as fever, cough, sore throat or shortness of breath, you should ask them to seek medical advice. If someone becomes sick with these symptoms, they may be suffering from a cold, the flu or other respiratory illness and not COVID-19. <ul style="list-style-type: none"> • close contacts should NOT attend the venue/facility or activity until they receive their test results or have completed their quarantine period and are cleared by DHHS. • Identify and notify close contacts in the event of a positive case attending the venue/facility during their infectious period. • Notify DHHS of the positive case. |

| | | | |
|----------------------|--------------------------------------|-----------------------|----------------|
| Approval Level | Board of Management | Minutes Approval Date | 26/04/2021 |
| Review Cycle | As required by public health service | Review Date | 23/03/2021 |
| Responsible Director | Covid Compliance Officer | Document ID | COVIDSafe Plan |
| File pathway | | | |