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THE AUSTRALIAN BUSHMEN'S CAMPDRAFT & RODEO ASSOCIATION

# COVIDSafe

## COVID-19 SAFETY PLAN

VERSION 1 UPDATED 26.9.20

### FOUR ELEMENTS TO A SAFE RETURN TO ACTIVITY



#### Plan

Implementing plans, processes and systems to meet government and health requirements, and provide safe sport environments.



#### Prepare

Ensuring safe facility and participant practices, like hygiene practices, attendance registers at training and limiting shared equipment as much as possible.



#### Respond

Being prepared for management of a COVID-19 outbreak, noting things can change quickly in your local area.



#### Recover

Consideration of protocols to optimise good public and participant health into the future.

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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 **Australian Bushmen's Campdraft & Rodeo Association (ABCRA)** to support the Committee affiliates, volunteers & members in the staged resumption of Committee affiliate 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 ABCRA sanctioned show, any facilities it controls, the playing/training behaviour of all members and participants and the monitoring and reporting of the health of attendees at the facilities.

This Plan includes, but is not limited to, the conduct of:

- a. staged training days 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 custom 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, Committee administrators/volunteers, visitors, families and the broader community is the number one priority;
- ✓ Affiliates, Members, participants, coaches, official personnel, Committee administrators/volunteers, families and the broader community need to be engaged and briefed on **ABCRA's** return to sport plans;
- ✓ Committee 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;
- ✓ ABCRA Sanctioned Shows & Training days cannot resume until the arrangements for sport operations and facility operations are finalised and approved and
- ✓ At every stage of the return to sport process **ABCRA** must consider and apply all applicable State and Territory Government and local restrictions and regulations. **ABCRA & their affiliates** need to be prepared for any localised outbreak at their facilities, within their competitions or in the local community.

### 3. Responsibilities under this Plan

The ABCRA retains the overall responsibility for the effective management and implementation of the return to activities and operations outlined in this Plan.

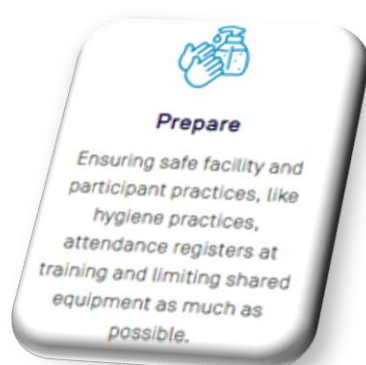
The ABCRA is responsible for:

- ✓ Approving the Plan and overseeing the Committee implementation of the arrangements in the Plan; and
- ✓ Revising the Plan as required, ensuring it reflects up to date information in support of our Committee affiliates from government and public health officials.

The ABCRA Board of Directors has appointed the following person as the ABCRA 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>	Craig Young Executive Officer
<b>Contact Email</b>	<a href="mailto:general@abcra.com.au">general@abcra.com.au</a>
<b>Contact Number</b>	02 6767 9200

**ABCRA expects all affiliated Committees, general members & participants, coaches, official personnel, administrative 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 ABCRA;
- ✓ Act with honesty and integrity in regard to the state of their personal health and any potential symptoms;
- ✓ Monitor their health and take a cautious approach to self-isolation and reporting of potential symptoms and
- ✓ Partake in the recommended practice of downloading and using the Government CovidSafe app.



## 4. Return to Activity Arrangements

The Plan outlines specific requirements that ABCRA will implement using principles, procedures and protocols from the AIS Framework & [Roadmap to a COVIDSafe Australia](#). See Appendix Part 1 & 2.

ABCRA will transition to the training/competition activity and facility use when permitted under approved facility restrictions and approved ABCRA specific Government regulations.

The ABCRA has developed this Safety Plan and relevant ABCRA COVIDSafe documents to assist our Committee affiliates in their operations and approval of COVID Safe Shows.

**IT IS ULTIMATELY THE RESPONSIBILITY OF THE COMMITTEE TO ENSURE THAT THEY COMPLY WITH THEIR RELEVANT STATE GOVERNMENT HEALTH ORDERS, GUIDELINES & APPROVAL PROCESSES.**

### STATE RESOURCES

**QLD** <https://www.covid19.qld.gov.au/government-actions/covid-safe-events>

**NSW** <https://www.nsw.gov.au/covid-19/industry-guidelines/conferences-functions-corporate-events>

**WA** <https://www.wa.gov.au/government/document-collections/covid-safety-plan-and-guidelines>

<https://ww2.health.wa.gov.au/-/media/Corp/Documents/Health-for/Infectious-disease/COVID19/COVID19-safety-guidance-events.pdf>

**NT** <https://coronavirus.nt.gov.au/business-and-work/business/guidelines-for-events-and-gatherings>

<https://coronavirus.nt.gov.au/business-and-work/business/guidelines-for-sport-and-active-recreation-organisations-stage-3>

### STATE GUIDELINES AS AT 26.9.20

STATE	ACTIVITY	TYPE	ALLOWED NUMBERS	TERMS	DENSITY
NSW	All activities	Community sporting	500 total attendees	Safety Plan must be onsite	4m2 density >1.5m
	All activities	Major Recreation facilities	25% of capacity to a maximum of 10,000	Must be ticketed with assigned seating	4m2 density >1.5m
WA	All activities	Community sport	gathering limits now only determined by WA's reduced 2 square metre rule	Health declarations no longer required. <a href="#">Show registration</a> required via WA Health	2m2 density >0.75m
	All activities	Large stadiums	50% capacity		2m2 density >0.75m
QLD	Activity including physical contact on the field	Indoor/Outdoor sports	<500 attendees	Can proceed by following QLD Govt <a href="#">COVID Safe Event Checklist</a>	4m2 density (off the field of play)
		Indoor/Outdoor sports ABCRA is lodging its industry plan for QLD Health approval	500 - 10 000 attendees	Need COVIDSafe Event plan approved by public health units	4m2 density (off the field of play)
		Indoor/Outdoor sports ABCRA is lodging its industry plan for QLD Health approval	>10 000 attendees	Need COVIDSafe Event plan approved by QLD Chief Health Officer	4m2 density (off the field of play)
NT	VISIT <a href="https://coronavirus.nt.gov.au/business-and-work/business/guidelines-for-events-and-gatherings">https://coronavirus.nt.gov.au/business-and-work/business/guidelines-for-events-and-gatherings</a> For further information and applications required depending on attendee numbers.				

## 5. ABCRA COVIDSafe Policies, Protocols & Procedures

ABCRA have developed the following COVIDSafe Policies, Protocols and Procedures to assist Committees in their resumption of activity in a safe manner for all Show attendees and the wider community.

General ABCRA COVIDSafe documents can be located on our website <https://www.abcra.com.au/covidsafe>

The Committee specific documents link has been emailed to all financial affiliates, please call one of our team if you require the link.

1. ABCRA COVIDSafe Safety plan (this document)
2. [ABCRA COVIDSafe Communications procedure](#)
3. [ABCRA COVIDSafe Full Policy](#)
4. [ABCRA COVIDSafe Policy Summary](#)
5. [ABCRA COVIDSafe Attendee Hygiene Protocols](#)
6. ABCRA COVIDSafe Committee Cleaning Protocols
7. ABCRA COVIDSafe Sanitisation & Physical Distancing barriers Protocol
8. ABCRA COVIDSafe Committee Show Application
9. ABCRA COVIDSafe Record of Breach
10. ABCRA COVIDSafe Management of unwell participants
11. ABCRA COVIDSafe Health Declaration
12. ABCRA COVIDSafe Register of attendance
13. ABCRA COVIDSafe signage
- 0.1 ABCRA COVIDSafe Committee Checklist

Committee documents will be supplied to all financial Affiliates please contact Head Office for access [general@abcra.com.au](mailto:general@abcra.com.au)

## 6. Recovery

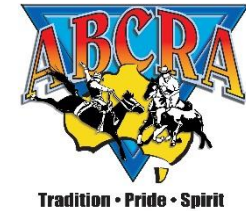
When public health officials determine that the outbreak has ended in the local community, ABCRA will consult with relevant authorities to identify criteria for scaling back its COVID-19 prevention actions. ABCRA will also consider which protocols can remain to optimise good public and participant health.

At this time the ABCRA will consult with Committees to review the delivery of its return to sport arrangements and use feedback to improve organisational plans and systems.



# Appendix: Outline of Return to Activity Arrangements

## Part 1 –ABCRA Activity Operations



Area	<p><b>From 26<sup>th</sup> September 2020</b>  <b>See pg 5. RETURN TO ACTIVITY TABLE FOR STATE REGULATIONS AND TOTAL PERMITTED ATTENDEES</b></p>
<p><b>Approvals</b></p>	<p><b>The ABCRA must obtain the following approvals to allow a return to training until 31<sup>st</sup> July:</b></p> <ul style="list-style-type: none"> <li>✓ State/Territory Government approval of the resumption of activity.- Lodgement of Industry plan with QLD Health.</li> <li>✓ Relaxation of public gathering restrictions to enable activity to occur.</li> <li>✓ Local government/venue owner approval to training at the venue, if required.</li> <li>✓ ABCRA approval to return to the activity under strict protocols by hosting Committee.</li> <li>✓ Insurance arrangements confirmed to cover activity.</li> </ul>
<p><b>Activity Processes</b></p>	<ul style="list-style-type: none"> <li>✓ Activity for all regular sanctioned ABCRA activities can occur providing they comply with a permitted number of attendees/staff/coach combined, physical distancing and hygiene requirements on a state by state basis. (see 4.return to activity arrangements for state guidelines of attendee numbers)</li> <li>✓ All Show attendees must maintain a social distance of 4m<sup>2</sup> per person (&gt;1.5m) except WA which as at 3.7.20 is 2m<sup>2</sup> per person &gt;0.75m.</li> <li>✓ No physical contact between participants including high fives/handshaking</li> <li>✓ Minimise Group meals or presentations and socialising must adhere to state physical distancing measures</li> <li>✓ The ABCRA emphasise the AIS Framework principle of “Get in, train, get out” – arrive ready to train. — Participants to be prepared for training prior to arrival at the venue</li> <li>✓ minimise need to use/gather in bathrooms</li> <li>✓ minimise the need to visit the secretary office by utilising online entry and payment system</li> <li>✓ Training day schedule recommended to not exceed groups of 20 with defined training areas for each training group, maintaining base density requirement of 4 square metres per person and physical distancing (&gt;1.5 metres) except WA which as at 3.7.20 is 2m<sup>2</sup> per person &gt;0.75m.</li> <li>✓ Sanitising requirements, including use of sanitising stations.</li> <li>✓ Treatment of shared equipment (e.g. sanitise equipment before, during, after sessions) and use of such equipment to be limited.</li> <li>✓ No sharing of personal equipment.</li> <li>✓ Personal hygiene encouraged (e.g. wash hands prior to activity, no spitting or coughing).</li> <li>✓ Travel arrangements &amp; parking: physical distancing in participant parking areas/limit carpooling.</li> <li>✓ Training attendance register to be taken by the Committee and supplied to Head Office.</li> </ul>

	<ul style="list-style-type: none"> <li>✓ Minimise the attendance of non essential persons</li> <li>✓ Camping to be limited to groups of 10 persons maintaining social distancing measures</li> </ul>
<b>Personal health</b>	<ul style="list-style-type: none"> <li>✓ ABCRA advise that participants should consider a graded return to sport to avoid injury for both humans &amp; animals</li> <li>✓ ABCRA prohibit the attendance of participants, coaches, volunteers if unwell (including any signs/symptoms of cold, flu, COVID-19 or other illness).</li> <li>✓ ABCRA advise participants to wash their hands prior to, during and after training and promote the use of hand sanitiser where available.</li> <li>✓ ABCRA advise physical greetings and other unnecessary physical contact (i.e. hand shaking, high fives etc.) are to be avoided.</li> <li>✓ ABCRA advise participants to avoid coughing, clearing nose, and spitting is prohibited. Promotion of video <a href="#">good hygiene starts here</a></li> <li>✓ ABCRA advise that participants launder own clothes and wash personal equipment.</li> </ul>
<b>Hygiene</b>	<p>Participants should not attend and participate in ABCRA activity if they:</p> <ul style="list-style-type: none"> <li>• have travelled internationally or been exposed to a person with COVID-19 in the preceding 14 days; or</li> <li>• are at high risk including the elderly and those with pre-existing medical conditions.</li> <li>• Have symptoms of COVID-19 fever, coughing, sore throat shortness of breath</li> </ul> <ul style="list-style-type: none"> <li>✓ Head Office staff, Committee affiliate staff/volunteers, Official personnel &amp; ABCRA members adhere to Aust Government Dept Health <a href="#">ABCRA COVIDSafe Show attendee Hygiene protocols</a></li> <li>✓ Head Office and affiliated Committees adhere to COVID-19 Government Cleaning and disinfection principles</li> <li>✓ All attendees to adhere to <a href="#">ABCRA COVIDSafe Show attendee Hygiene protocols</a></li> </ul>
<b>Communications</b>	<ul style="list-style-type: none"> <li>✓ The <a href="#">ABCRA COVIDSafe Communications</a> procedures will be followed</li> <li>✓ The ABCRA will utilise email from member/Committee database in conjunction with social media platforms including <a href="#">Facebook Official page</a> to brief participants on the return to training protocols and adherence to hygiene protocols.</li> <li>✓ The ABCRA endorses the use of the government <a href="#">COVIDSafe app</a> and insists all show participants, coaches, members, volunteers and families to download and use the app during the sanctioned show.</li> <li>✓ Committees will comply with all ABCRA COVIDSafe protocols to promote good personal hygiene practices in and around activity sessions and in Committee facilities. Supplied signage will be positioned in critical risk areas and participants are expected to adhere to their guidelines</li> <li>✓ ABCRA encourages the use of Mental health and wellbeing resources located on the <a href="#">Health Direct</a> website</li> </ul>
<b>Management of unwell participants</b>	<ul style="list-style-type: none"> <li>✓ ABCRA to receive notification of any unwell participants at sanctioned shows</li> <li>✓ ABCRA will notify all show attendees the outcome of unwell attendee results and any subsequent measures they will need to follow eg. Testing/isolation</li> <li>✓ ABCRA to notify health authority of any positive COVID result and provide details of sanctioned show and attendees</li> <li>✓ Consideration of disciplinary action for members if a breach of ABCRA COVID policy has occurred.</li> </ul>



## Part 2 – Affiliated Committee Facility Operations

(Attendee numbers to comply with state Govt guidelines)

Area	<p>From 26<sup>th</sup> Sept 2020</p> <p><b>See page 5. RETURN TO ACTIVITY TABLE FOR STATE REGULATIONS AND TOTAL PERMITTED ATTENDEE NUMBERS</b></p>
<p><b>Approvals</b></p>	<p>The Committee must ensure the following approvals are obtained from the ABCRA to allow the use of Committee facilities:</p> <ul style="list-style-type: none"> <li>✓ State/Territory Government approval of the resumption of facility operations and activity.- ABCRA has Lodged an Industry plan with QLD Health.</li> <li>✓ Local government/venue owner approval to use of the facility, if required.</li> <li>✓ Committee must receive the ABCRA COVIDSafe Safety Plan and associated COVID documents.</li> <li>✓ Committee must submit ABCRA COVIDSafe Show application for complied use of their facilities.</li> <li>✓ Committee must ensure insurance arrangements with ABCRA are confirmed to cover Committee facility activity.</li> </ul>
<p><b>Facilities</b></p>	<p>The Committee must regard the ABCRA COVIDSafe Full policy and:</p> <ul style="list-style-type: none"> <li>✓ Provide ABCRA with a COVID-19 Risk assessment of Show facility included in Show application</li> <li>✓ Comply with ABCRA COVIDSafe 7. Sanitisation and Physical Distancing Barriers protocol.</li> <li>✓ Comply with ABCRA COVIDSafe 6. Committee Cleaning protocols</li> <li>✓ Ensure all Show attendees comply with the <a href="#">5. ABCRA COVIDSafe Attendee Hygiene protocols</a></li> <li>✓ Provision of appropriate health and safety equipment, Personal Protective Equipment (PPE) for the management of unwell attendees</li> <li>✓ Provision of personal hygiene cleaning solutions and disinfection for shared equipment.</li> </ul>

<p><b>Facility access</b></p>	<p>A Committee must:</p> <ul style="list-style-type: none"> <li>✓ Ensure Health Declarations are signed for each Show attendee; (except WA) providing a detailed attendance register and supply to ABCRA. Note: Committees to supply clean pens for each user if forms filled out on the day.</li> <li>✓ Prohibited 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 or who is a high health risk (e.g. due to age or pre-existing health conditions).</li> <li>– Travelled internationally or been in contact with persons who have travelled internationally in the previous 14 days.</li> <li>– Travelled to Victoria within the last 14 days</li> <li>– Attended any of the reported case locations listed on the <a href="#">NSW Health website</a></li> </ul> </li> <li>✓ Ensure managed access including separate entry/exit points, managed traffic flows, stagger arrival/departure times</li> <li>✓ Recommend that only essential participants attend.</li> <li>✓ Any spectators should observe physical distancing requirements of &gt;1.5 metres. (WA &gt;0.75m)</li> <li>✓ Bar/canteen/shared meals only whilst utilising physical distancing measures 4m<sup>2</sup> density / &gt;1.5m (WA 2m<sup>2</sup> density / &gt;0.75m)</li> <li>✓ Apply physical distancing protocols using zones in Committee rooms, bar/canteen including by use of physical zone indicators</li> <li>✓ Provide clear signage provided by ABCRA and display in areas notifying attendees of person limits</li> <li>✓ Camping to be limited to groups of 10 persons maintain social distancing measures</li> <li>✓ Minimise Group meals or presentations and socialising must adhere to state physical distancing measures</li> </ul>
<p><b>Hygiene</b></p>	<p>To ensure the health and safety of all Show attendees, Committees must:</p> <ul style="list-style-type: none"> <li>✓ Ensure all Show attendees comply with the <a href="#">5. ABCRA COVIDSafe Attendee Hygiene protocols</a> including use of sanitising stations and waste disposal</li> <li>✓ Comply with ABCRA COVIDSafe 7. Committee Sanitisation and Physical Distancing Barriers protocol.</li> <li>✓ Provide sanitising stations, suitable rubbish bins with regular waste disposal and provision for disinfection of shared equipment.</li> <li>✓ Ensure participants are avoiding shared use and provide provisions for disinfection of any shared equipment between users eg. Pens, Clipboards, Stopwatches, Ropes, reins, helmets etc.</li> <li>✓ Comply with ABCRA COVIDSafe 6. Committee Cleaning protocols</li> <li>✓ Display supplied posters outlining relevant personal hygiene guidance.</li> </ul>

<b>Management of unwell participants</b>	<p>Committees must:</p> <ul style="list-style-type: none"> <li>✓ Direct any attendee that presents with the onset of any COVID symptoms to leave the facility immediately including their family or other associates in attendance.</li> <li>✓ Isolate any unwell attendee that cannot leave immediately, provide PPE Equipment (gloves, mask) and clean following unwell attendee departure in accordance with the 6. ABCRA COVIDSafe Committee Cleaning protocols.</li> <li>✓ Advise any show attendees with COVID symptoms they are to be immediately COVID tested and supply results to ABCRA.</li> <li>✓ Report any unwell attendees to ABCRA using the 10.ABCRA COVIDSafe Management of Unwell Participant form. ABCRA will notify all show attendees the outcome of unwell attendee results and any subsequent measures they will need to follow eg. Testing/isolation</li> <li>✓ ABCRA to notify health authority of any positive COVID result and provide details of sanctioned show and attendees</li> <li>✓ Consideration of disciplinary action for members if a breach of ABCRA COVID policy has occurred.</li> </ul>
<b>ABCRA responsibilities</b>	<p>The ABCRA will oversee the Committees:</p> <ul style="list-style-type: none"> <li>✓ Coordination of operations</li> <li>✓ Provision and conduct of hygiene and cleaning protocols as per the ABCRA COVIDSafe policy, protocols and procedures</li> <li>✓ Keep the Committee record of attendance of all Show and Committee activities using the Health Declaration documents from each attendee</li> <li>✓ Communication of ABCRA COVIDSafe updates and alterations</li> <li>✓ Operation of the Committee's facilities in support of all activities in accordance with this Plan.</li> </ul>