



COVID-19 SAFETY PLAN

ARUNGA POLO CLUB

18 August 2020

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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 Arunga Polo Club to support Arunga Polo Club and its members and participants in the staged resumption of community sport and club 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 Arunga Polo Club, any facilities it controls, the playing/training behaviour of all members and participants and the monitoring and reporting of the health of attendees at Arunga Polo Club facilities.

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

- a. staged training 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 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, administrators/volunteers, visitors, families and the broader community is the number one priority;
- Members, participants, coaches, officials, administrators/volunteers, families and the broader community need to be engaged and briefed on Arunga Polo Club's return to sport plans;
- 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;
- Training cannot resume until the arrangements for sport operations and facility operations are finalised and approved, if necessary; and
- At every stage of the return to sport process Arunga Polo Club must consider and apply all applicable State and Territory Government and local restrictions and regulations. Arunga Polo Club needs to be prepared for any localised outbreak at our facilities, within our competitions or in the local community.

3. Responsibilities under this Plan

Arunga Polo Club retains the overall responsibility for the effective management and implementation of the return to sport activities and operations outlined in this Plan.

The Committee of Arunga Polo Club is responsible for:

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

The Committee has appointed the following person as the Arunga Polo Club 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:

Name	Amanda Norton-Knight
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Arunga Polo Club expects all members, participants, coaches, officials, 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 Arunga Polo Club
- Act with honesty and integrity in regard to the state of their personal health and any potential symptoms; and
- Monitor their health and take a cautious approach to self-isolation and reporting of potential symptoms.

4. Return to Sport Arrangements

As at the date of this Plan, participants are training at Level C, step 3 of the AIS Framework. The Plan outlines specific sport requirements that Arunga Polo Club will implement for Level B and Level C of the AIS Framework.

Arunga Polo Club will transition to the training activity and facility use as outlined in Level B of the AIS Framework and the training/competition activities and facility use outlined in Level C of the AIS Framework when permitted under local restrictions and regulations.

4.1 AIS Framework Arrangements

The protocols for conducting sport operations and facility operations under Level B and Level C of the AIS Framework are set out in the Appendix.

4.2 Roadmap to a COVIDSafe Australia

Arunga Polo Club will also comply with the Australian government's [Roadmap to a COVIDSafe Australia](#), which places limits on the type of activity that can be conducted and the number of people who can gather at facilities, notwithstanding the activities permitted by the AIS Framework (see below).

AIS Activities	Level A: Training in no more than pairs. Physical distancing required.	Level B: Indoor/outdoor activity. Training in small groups up to 10. Physical distancing required.		Level C: Full sporting activity (training and competition) allowed. No restriction on numbers. Contact allowed.	
Roadmap Activities	N/A	Step 1: No indoor activity. Outdoor sport (up to 10 people) consistent with AIS Framework.	Step 2: Indoor/outdoor sport up to 20 people. Physical distancing (density 4m ²).	Step 3: Venues allowed to operate with up to 100 people with physical distancing. Community sport expansion to be considered consistent with AIS Framework.	Further steps TBC

5. Recovery

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

At this time the Committee of Arunga Polo Club will consult with key stakeholders to review the delivery of its return to sport arrangements and use feedback to improve organisational plans and systems.

Appendix: Outline of Return to Sport Arrangements

Part 1 – Sport Operations

Area	Plan Requirements (for activities under AIS Framework Level B) Limited Polo Activity, non contact lessons, practices with Max 10 people on the polo field at one time.	Plan Requirements (for activities under AIS Framework Level C) Return to Polo Activity, practice games and tournaments can commence from July 1st with social distancing and hygiene practices.
Approvals	<p>The club must obtain the following approvals to allow a return to training at Level B:</p> <ul style="list-style-type: none"> • State/Territory Government approval of the resumption of community sport. • Relaxation of public gathering restrictions to enable training to occur. • Local government/venue owner approval to training at venue, if required. • National/state sporting body/local association approval of return to training for community sport. • Club committee has approved return to training for club. • Insurance arrangements confirmed to cover training. 	<p>The club must obtain the following approvals to allow a return to training/competition at Level C:</p> <ul style="list-style-type: none"> • Relaxation of public gathering restrictions to enable training to occur. • Local government/venue owner approval to training/competition at venue, if required. • National/state sporting body/local association approval to return to training/competition for community sport. • Club committee has approved return to competition for club. • Insurance arrangements confirmed to cover competition.
Training / Competition Processes	<p>Arunga Polo Club (APC) Level B Rules and operating procedures:</p> <ul style="list-style-type: none"> • APC adopts the AIS principle of “Get in, train, get out” – arrive ready to train. • APC is only open to Members, Players and Grooms, no spectators. • All participants should check in via the QR code on the gate or via https://www.guesthq.co.nz/entry/venue • The following activities are permitted: Arunga main field is open for stick and ball, lessons, and non-contact chukkas, maximum number of participants on the field including coaches should not exceed 10. Exercise track is available for resident and adjusted horses and their handlers only. 	<p>Arunga Polo Club (APC) Level C Rules and operating procedures:</p> <ul style="list-style-type: none"> • APC is open to Players, Grooms, coaches and umpires/officials. As of July 22nd, no spectators allowed, non-players limited to a minimum. (e.g. guardian or parent of junior players, officials) • No attendance from anyone who has visited Victoria or NSW “hot spots” within 14 days (venues with known cases) These hotspots are updated daily and available on NSW GOV COVID Website. These are the specific list of venues with dates and time, not entire LGAs that are subject to increased testing and surveillance. This is subject to change.

	<ul style="list-style-type: none"> No more than 20 people can be on site at any one time, including those waiting to go onto the field, additional grooms or staff. (adheres to 4sqm rule and physical distancing (>1.5 metres). Hand sanitizer and antibacterial handwash will be placed throughout the grounds, in the clubhouse, toilets and stable area. Treatment of shared equipment such as saddles, bridles, mallets umpire sticks to be cleaned before during and after sessions where possible. All players are to use their own gear where possible. Umpires are to have their own whistle. No sharing of personal equipment. APC encourages personal hygiene prior to training eg washing hands, no spitting or coughing. If you have travelled to APC by public transport please practice social distancing and wear a mask if possible. Please limit car pooling and use of taxis. No contact including hand shaking, no socialising or group meals. Training attendance register will be kept. 	<ul style="list-style-type: none"> APC is limited to 300 whilst social distancing is observed. APC will not exceed 100 while the spectator restrictions are in place. The following activities can continue: Stick and ball, Lessons, contact chukkas and tournaments. All attendees must register and check in before entering APC grounds. For tournaments all participants must register online before arriving and then check in on arrival at the front gate via the QR code or via guesthq.com.au. For Grooms, staff, guardians etc, all attendees must register and check in on arrival via guesthq.com.au Instructions to complete the registration will be placed on the entrance gate, at the Clubhouse. A written attendance list will also be provided for those unable to complete online. For tournaments there will be a COVID safety marshal on site to assist and check procedures. The clubhouse and toilets are open for use. Signage will be placed with the number of people allowed and markings for 1.5m distance for queuing and encouraging safe hygiene practice. Clubhouse catering will be limited to take away only on tournament weekends. Once food is purchased, participants must move away from the clubhouse area and eat their food away from other players/attendees. Social distancing will be reminded throughout the day.
Personal health	<p>APC encourages guests to practice safe hygiene including:</p> <ul style="list-style-type: none"> Washing of hands prior to, during and after training and use of hand sanitiser where available. Sanitizer and antibacterial washes are made available. Avoid physical greetings (i.e. hand shaking, high fives etc.) Avoid coughing, clearing nose, spitting etc. Launder own training uniform and wash personal equipment. 	<ul style="list-style-type: none"> Requirements continue from Level B.
Hygiene	<ul style="list-style-type: none"> Hand sanitizer and antibacterial handwash will be placed throughout the grounds, in the clubhouse, toilets and stable area. 	<ul style="list-style-type: none"> Hygiene and cleaning measures to continue from Level B. In addition:

	<ul style="list-style-type: none"> • Treatment of shared equipment such as saddles, bridles, mallets umpire sticks to be cleaned before during and after sessions where possible. • All players are to use their own gear where possible. • Umpires are to have their own whistle. • No sharing of personal equipment. • APC encourages personal hygiene prior to training eg washing hands, no spitting or coughing. 	<ul style="list-style-type: none"> • Toilets will be wiped down on chukka days with disinfectant. A register of latest clean will be kept in the toilet area. • A thorough clean will take place before and after tournaments. • Gate entry area will be wiped down on chukka and tournament days. • Wash bay taps will be wiped down after chukkas or daily on tournament days.
Communications	<ul style="list-style-type: none"> • APC will brief members and staff to inform them of the current Level B operating rules and to encourage everyone to download the COVID Safety App. • Signage has been placed on the front gate and at Arunga Polo Club Office to remind Members and guests of current procedures and general Covid Safe measures. • APC has included signage informing how individuals can access mental health and wellbeing counselling services. 	<ul style="list-style-type: none"> • APC will brief members and staff to inform them of the current Level C operating rules and to encourage everyone to download the COVID Safety App. • The APC website and social media posts state that no spectators or any individuals who have visited Victoria or hotspots are allowed to enter the grounds. • For chukkas and tournaments, reminder instructions will be sent out at time of registration and when the draws are issued. • Signage will be placed in prominent locations to include the following: <ul style="list-style-type: none"> • Reminder of registration and check in procedures • General Covid safe social distancing posters • Hygiene posters in the toilets for handwashing • The maximum number of people allowed in the clubhouse at one time (25 people) to ensure compliance with the 4M2 rule. • Entry and exit arrows will be placed at the Clubhouse entry. • Markers on the floor of clubhouse to ensure compliance with 1.5m distancing rule when queuing for take away food.

Part 2 – Facility Operations

Area	Plan Requirements (for activities under AIS Framework Level B)	Plan Requirements (for activities under AIS Framework Level C)
Approvals	<p>The club must obtain the following approvals to allow use of club facilities at Level B:</p> <ul style="list-style-type: none"> • State/Territory Government approval of the resumption of facility operations. • Local government/venue owner approval to use of facility, if required. • Club committee has approved plan for use of club facilities. • Insurance arrangements confirmed to cover facility usage. 	<p>The club must obtain the following approvals to allow use of club facilities at Level C:</p> <ul style="list-style-type: none"> • State/Territory Government approval of the resumption of facility operations. • Local government has given approval to use of facility, if required. • Club committee has approved plan for use of club facilities. • Insurance arrangements confirmed to cover facility usage.
Facilities	<ul style="list-style-type: none"> • APC Clubhouse is unavailable during Level B restrictions. (Family and committee excluded, but limited to 4 square metres per person and physical distancing (>1.5 metres). • Male and female toilets will be available. • Hygiene and cleaning protocols. • The stables, clubhouse and toilets are equipped with disinfectant. Surfaces including wash bays will be cleaned between training before and after use. 	<ul style="list-style-type: none"> • Clubhouse will be open adhering to hygiene and communication protocols as set out above.
Facility access	<ul style="list-style-type: none"> • As described under training processes 	<ul style="list-style-type: none"> • As described under training processes. • Clubhouse caterers to follow all COVID safety procedures as per their operating plan.
Hygiene	<ul style="list-style-type: none"> • As described above 	<ul style="list-style-type: none"> • As described above

Management of unwell participants	<ul style="list-style-type: none"> Any persons with any symptoms or been in contact with anyone testing positive, they should not enter APC. If any person who has been onsite at APC tests positive or comes into contact with anyone who tests positive, they must immediately notify NSW Health Officer and APC COVID officer. APC will immediately notify NSW Polo Association, and close the facility until permission is given to reopen. 	<ul style="list-style-type: none"> As per Level B.
Club responsibilities	<p>The club will oversee:</p> <ul style="list-style-type: none"> Provision and conduct of hygiene protocols as per the Plan. The capture of a record of attendance at all training and club activities and maintaining an up-to-date log of attendance. Coordination of Level B field and training operations. Operation of the club's facilities in support of all Level B training activities in accordance with this Plan. 	<ul style="list-style-type: none"> As per Level B.