

BACK ON TRACK

Guidelines for Centres to return to Little Athletics during COVID-19 restrictions

Introduction

This information is provided for Centres and members to allow the safe return of Little Athletics in New South Wales. It is consistent with the New South Wales Government's Return to Play Policy and Industry COVID Safe Plan.

This guideline will be updated if there are any changes to the New South Wales Government's advice.

Little Athletics NSW Centres will be able to return to normal activities from 1 September 2020. Commencement of any Centre is only when the Centre has met the requirements from the LANSW as set out below and returned the signed declaration prior to commencing competition for the new 2020/2021 season.

Little Athletics NSW recommends the following to all Centres, athletes, families and volunteers:

- Download the COVID Safe App and use as directed by the NSW State Government
- If you're feeling unwell with flu like symptoms, please stay at home. This is to ensure the health and safety of all community members.

Physical Distancing

If your Centre has any questions about what is listed in this guide, please do not hesitate to contact the LANSW Office on (02) 9633 4511 or admin@lansw.com.au.

Physical distance is important for all athletes and all people attending competition days to help reduce the spread of the virus and to decrease the exposure from other people. This will need to be adhered to at all times. Centres need to minimise the risk of spreading the infection by implementing measures to protect athletes, families, committee members and other volunteers. Here are the ways your Centre can help:

- Keep 1.5m between people off the field of play
- Avoid physical contact including shaking hands, high fives or hugging
- Encourage volunteers and officials to bring their own equipment necessary to assist (pen, clipboard etc)
- Avoid pre-competition musters where possible or ensure groups are spread out while forming prior to competition
- Place posters around your facility with information on physical distancing
- Use barriers or markers to help identify 1.5m
- Send emails to your members regarding these restrictions
- Consider replacing face-to-face meetings with online platforms
- If you or an athlete in your family is unwell, please stay home and avoid physical contact with other people

Centre Compliance

Centres must ensure they continue to adhere to the guidelines provided by Little Athletics NSW, and any subsequent updates based on changing Government regulations.

Centres who fail to follow strict social distancing and hygiene rules face having their activities restricted or cancelled and possible fines by NSW authorities.

Little Athletics NSW Staff, Zone Coordinators and Directors will be conducting centre visits to ensure the guidelines and recommendations are being followed and to support centres in areas of need.

Little Athletics NSW office staff are here to help. Any matters that may arise throughout a Little Athletics event or session need to be passed onto the office immediately by calling (02) 8070 6124 or email rnewton@lansw.com.au.

Hygiene & Equipment

Slowing the spread of COVID-19 can be achieved by ensuring Centres adopt good personal hygiene practices.

Here are some of the ways your Centre can help:

- Have handwashing or sanitising stations around the facility and at each individual event
- Don't allow athletes to share water bottles
- Avoid the use of baskets and/or containers for groups to carry athletes' water bottles
- Ensure equipment is cleaned after use
- If anyone attends your Centre and is not well, advise them to leave the facility and go home
- Communicate hygiene practices with your members

[Click here](#) to access a guide on handwashing poster to display at your Centre.

Every event at Little Athletics requires equipment. Equipment is often shared so hygiene practices will need to be developed for your Centre and strictly adhered to.

Centres must follow the requirements below to be compliant and to maintain a COVID safe environment:

Hygiene & Equipment Protocols

- Ensure the equipment is cleaned prior to each group starting that particular event.
- Where possible, have only one person handling the starters gun. If this is not possible, ensure that the equipment is cleaned before and after each person uses it
- Where possible, only one person to handle each stopwatch. If this is not possible, ensure that the equipment is cleaned before and after each person uses it.
- Athletes should wash or sanitise their hands before they start handling equipment.
- While it is not expected that each piece of field equipment will be washed and sanitised after each time it is used, it is expected that the equipment be cleaned before an event commences as well as after an event finishes. This will ensure that it is properly cleaned before each group of athletes uses it.

BACK ON TRACK: 1 September 2020

From this date, normal activity is permitted on field at training and competition events and sessions. The total number of people to attend training and competition in an outdoor venue or space is to be based on 1 person per 4 square metres up to 500 people as per the NSW Public Health Order.

Physical distancing does not apply to “on the field of play”.

Before your Centre commences any activities, you must complete the Little Athletics NSW Back On Track Checklist.

A copy of this checklist can be found [here](#).

Registrations

Centres can commence registrations from 15 August 2020 via online platforms once all Little Athletics NSW requirements have been met and approval given by Little Athletics NSW.

Back On Track Checklist

Centres are required to complete the check list prior to commencing any sanctioned competition and training activities. The completed checklists must be retained for the season.

[Click here](#) to access the checklist.

Covid-19 Safety Coordinator

For Centres with 50+ participants they will need to nominate a COVID-19 Safety Coordinator. The COVID-19 Safety Coordinator will act as the contact point for your members and participants to ask questions relating to return to sport; Government public health and other authorities.

Click [here](#) to access the COVID-10 Safety Coordinator Duty Statement

Meetings & Gatherings

Centres can hold committee meetings or gatherings (including presentations), however, Government restrictions in relation to indoor and outdoor gatherings must be adhered to at all times.

Centres must ensure that physical distancing is adhered to with 1 person per 4 square metres.

Canteen

If your Centre chooses to operate a canteen, you will need to complete and display the COVID-Safe Checklist for dining at restaurants, cafes, pubs, clubs, RSL clubs and hotels. Click [here](#) for a copy of the checklist.

Competition & Training

Centre competitions can commence from 1 September once all COVID-19 guidelines have been achieved.

The following guidelines must be adhered to:

- No more than 500 people together at one time at the entire venue. This includes committee members, athletes, parents or caregivers and other volunteers.
- **1 parent/carer only per registered athlete can attend the Centre per sanctioned activity (Committee and Officials are exempt)**
- Centres cannot split their competition into more than one area to allow more groups of 500. The total number of people in the entire venue is restricted to 500.
- Contact tracing information (attendance register) must be kept for all athletes, parents/carers, officials, committee members, spectators and anyone else who attends your facility and attendance information must be retained for 30 days (see below for requirements). Parents/carers watching athletic competitions must observe physical distancing and are required to follow the recommended hygiene protocols.
- Centres must restrict access to indoor facilities allowing only essential personnel to enter i.e. canteen, change rooms, storage rooms. A movement plan (map of required movement flow) must be implemented to manage the following:
 - Venue entry and exits (one way only where possible)
 - Seamless flow of participants and attendees through the venue
 - Overlap and congestion
 - Physical distancing including line markings, bollards and indicators

Contact Tracing Requirements

- All athletes, officials, staff and visitors to a venue or training session are encouraged to subscribe to the Government's COVID-19 tracing app.
- Records of attendance at training and Centre meetings via a paper record of names, times and contact number.
- Records of athlete attendance at centre competition will be via ResultsHQ.
- Officials and other adults with no athletes attending Competition must be logged on a paper form with the below details.
- Records to be kept for 30 days.

Attendance register must include:

- Date
- First name and surname
- Phone number

Little Athletics NSW offers the following suggestions to Centres to help your competition operate safely under current restrictions:

- Consider separation of attendees into zones as appropriate to prevent and limit co-mingling where possible – including athletes/participants/parents/carers, officials and spectators.
- Centres are encouraged to use their own discretion and to apply as much flexibility as needed to their programs and events to abide by the restrictions.
- Appoint a Safety Officer to oversee the adherence of all restrictions (including numbers, hygiene, distancing etc).

Competition & Training for Centres who have 300+ Participants

Centres with over 300 registrations will be required to undertake a review of how they will be managing their competitions to ensure NO risk of attendance at the venue exceeding the 500 persons limit.

Centres are encouraged to discuss this with the LANSW office and a COVID-19 Safe Plan must be authorised by the LANSW office prior to the Centre's return to play.

[Click here](#) to access the COVID-19 Safe Plan template.

Options for Centres include:

- Staggering start times for various age groups, i.e. start U12+ at a later time once younger groups have finished.
- 1 parent per competing athlete is able to attend the Centre (Committee and Officials are exempt)
- Moving Tots to a different time, day or location away from normal Competition
- Splitting competition across multiple days.

DECLARATION:

Centre Name: _____

On behalf of the abovenamed centre, we agree to abide by the conditions set out in this document.

Date: _____

COVID Safety Coordinator Name: _____

COVID Safety Coordinator Signature: _____

COVID Safety Coordinator Contact Number: _____

President Name: _____

President Signature: _____

Secretary Name: _____

Secretary Signature: _____

***PLEASE RETURN THE SIGNED DOCUMENT TO LITTLE ATHLETICS NSW AT
admin@lansw.com.au**