

**> BE COVID SAFE.
HELP NSW STAY IN BUSINESS.**

Your COVID-19 Safety Plan

Outdoor events

Business details

Business name	Baulkham Hills Cricket Club
Business location (town, suburb or postcode)	Baulkham Hills NSW 2153
Select your business type	
COVID-19 Safe outdoor gatherings	
Completed by	Phillip Woods
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Effective date	11 September 2021
Date completed	7 October 2021

Wellbeing of staff and customers

Exclude staff, performers and attendees who are unwell from the event.

Agree

Yes

Tell us how you will do this

Baulkham Hills Cricket Club will remind all participants to not attend cricket training, matches or other activities if they feel unwell or are experiencing any symptoms of COVID-19.

Should a participant be found to be demonstrating a COVID-19 symptom(s) they will be asked to immediately leave the venue, self-isolate and seek medical advice. Prior to returning to any cricket activity, Baulkham Hills Cricket Club will require the participant to provide a recent negative COVID test result or medical certificate stating that they are fit to resume activity.

Symptoms of COVID-19 as listed on this webpage:

<https://www.nsw.gov.au/covid-19/symptoms-and-testing>.

Provide staff with information and training on COVID-19, including on when to get tested, physical distancing, wearing masks, and cleaning.

Agree

Yes

Tell us how you will do this

Baulkham Hills Cricket Club will communicate the latest information regarding COVID-19 to participants, including volunteers and match officials, on a regular basis by sharing updates from the following resources to remain informed with current information:

Cricket Australia Return to Cricket Resources:

<https://www.community.cricket.com.au/clubs/covid-19/>

Cricket NSW website: <https://cricketnsw.com.au/>

Symptoms of COVID-19 as listed on this webpage:

<https://www.nsw.gov.au/covid-19/symptoms-and-testing>.

All members are advised to self-isolate and seek professional medical assistance if they are unwell or suspected to have been in contact with a COVID-19 case. In the event of a COVID related incident, the NSW Health Department will contact Baulkham Hills Cricket Club and advise all members and visitors to seek medical assistance.

Display conditions of entry including requirements to stay away if unwell and record keeping.

Agree

Yes

Tell us how you will do this

Baulkham Hills Cricket Club will direct all participants to check-in via QR codes at the venue or facility using the Service NSW Check-in App. Additional record-keeping of players and officials will be recorded in our competition management system.

In conjunction with the Association and Council, resources, posters and information about COVID-19 and the requirement to stay away if unwell will be displayed at appropriate locations around venues and facilities, including:

- entry and exit points of the venue and indoor areas of the facility where clear entry and exit points exist
- known congregation points at venues where clear entry and exit points do not exist.

If language, cultural and disability barriers are noted re communicating COVID-19 information to participants, we will make use of the resources available at:
<https://www.nsw.gov.au/covid-19/resources-other-languages>.

Other types of venues or facilities at the event must complete COVID-19 Safety Plans where applicable. If contact details are captured electronically upon entry to the event on the relevant day, additional collection of contact details via electronic methods may not be required if there is no other public access to the sub-premises. However, additional contact details and time of entry must be captured if the event has sub-premises that are gyms, entertainment facilities, hospitality venues, nightclubs and retail premises.

Agree

Yes

Tell us how you will do this

Baulkham Hills Cricket Club does not operate any sub-premises, so this section is deemed not applicable.

Encourage staff to access COVID-19 vaccination.

Agree

Yes

Tell us how you will do this

Baulkham Hills Cricket Club will continue to communicate relevant Government and Cricket Association information about vaccinations.

Physical distancing

Capacity for a controlled outdoor event must not exceed the lesser of 1 person per 2 square metres of space of the premises in which the activity is conducted, or 500 persons.

Capacity at a COVID-19 safe outdoor gathering must not exceed the lesser of 1 person per 2 square metres of space of the premises in which the activity is conducted, or 50 persons.

Agree

Yes

Tell us how you will do this

Club administrators have scheduled training sessions with allowances for members to vacate the venue between sessions. This is to ensure minimal contact, unnecessary gatherings and correct social distancing.

Competition Administrators have scheduled matches times to minimise contact, crossover and avoid unnecessary gatherings of players, family members and staff.

We will continue to communicate with players to encourage come dressed ready to play and adopt the and 'Get in. Play. Get out. ethos'. We will advise and communicate to our members to limit the number of spectators to cricket related activities to immediate family members (parent or guardian).

Change rooms will remain closed.

Ensure 1.5m physical distancing where possible, including:

- **at points of mixing or queuing**
- **between seated groups**
- **between staff.**

Agree

Yes

Tell us how you will do this

In conjunction with the Association, Baulkham Hills Cricket Club will display signage at the venue reminding participants of the need to physical distance wherever possible.

Avoid congestion of people in specific areas where possible.

Agree

Yes

Tell us how you will do this

Change rooms will remained closed to ensure no congestion and meet the required ventilation and physical spacing requirements. We will continue to communicate with players and club members to encourage the use of personal equipment (no sharing of equipment), the arrangement of bags to maintain physical distancing of participants (greater than 1.5 metres) and separation of teams to allocated areas.

Have strategies in place to manage gatherings that may occur immediately outside the premises and in any designated smoking areas.

Agree

Yes

Tell us how you will do this

Baulkham Hills Cricket Club operates in outdoor spaces and does not operate any sub-premises, so this section is deemed not applicable.

Singing and dancing by audiences is not allowed in indoor areas.

Patrons can only consume alcohol when seated in indoor areas.

Agree

Yes

Tell us how you will do this

Baulkham Hills Cricket Club operates in outdoor spaces, does not operate any sub-premises and we do not operate alcohol sales, therefore this section is deemed not applicable.

Where practical:

- **encourage private transport options to minimise crowding on public transport**
- **coordinate with public transport to minimise COVID-19 risks associated with transportation to and from the venue if crowding may occur.**

Agree

Yes

Tell us how you will do this

Baulkham Hills Cricket Club will encourage participants to avoid public transport and car pooling for cricket activities.

Ventilation

Review the 'COVID-19 guidance on ventilation' available on [nsw.gov.au](https://www.nsw.gov.au) and consider which measures are relevant to your event before completing this COVID-19 Safety Plan.

Agree

Yes

Tell us how you will do this

Baulkham Hills Cricket Club operates in outdoor spaces and does not operate any sub-premises, so this section is deemed not applicable.

Change rooms will remain closed.

Use outdoor settings wherever possible.

Agree

Yes

Tell us how you will do this

All cricket activities are operated in outdoor spaces.

In indoor areas, increase natural ventilation by opening windows and doors where possible.

Agree

Yes

Tell us how you will do this

Baulkham Hills Cricket Club operates in outdoor spaces and does not operate any sub-premises, so this section is deemed not applicable. Change rooms will remain closed.

In indoor areas, increase mechanical ventilation where possible by optimising air conditioning or other system settings (such as by maximising the intake of outside air and reducing or avoiding recirculation of air).

Agree

Yes

Tell us how you will do this

Baulkham Hills Cricket Club operates in outdoor spaces and does not operate any sub-premises, so this section is deemed not applicable. Change rooms will remain closed.

Ensure mechanical ventilation systems are regularly maintained to optimise performance (for example through regular filter cleaning or filter changes).

Agree

Yes

Tell us how you will do this

Baulkham Hills Cricket Club operates in outdoor spaces and does not operate any sub-premises, so this section is deemed not applicable. Change rooms will remain closed.

Consider consulting relevant experts such as building owners or facility managers, ventilation engineers and industrial or occupational hygienists to optimise indoor ventilation.

Agree

Yes

Tell us how you will do this

Not applicable.

Hygiene and cleaning

Face masks must be worn by staff and customers in indoor areas, unless exempt.

Agree

Yes

Tell us how you will do this

Baulkham Hills Cricket Club operates in outdoor spaces and does not operate any sub-premises, so this section is deemed not applicable. Change rooms will remain closed.

Adopt good hand hygiene practices. Have hand sanitiser at key points around the venue.

Agree

Yes

Tell us how you will do this

Baulkham Hills Cricket Club will promote the use of hand sanitiser and good hygiene practice to all participants. We will also encourage participants to carry personal hand sanitiser and to wash or sanitise their hands before, during and after all cricket-related activities. An allocation of hand santiser will be provided to each team for use in addition to their personal hand sanitiser.

Ensure bathrooms are well stocked with hand soap and paper towels or hand dryers.

Agree

Yes

Tell us how you will do this

Facilities used by Baulkham Hills Cricket Club are managed by local Councils. We will liaise with Councils to meet these requirements.

Clean frequently used indoor hard surface areas (including children's play areas) at least daily with detergent/disinfectant. Clean frequently touched areas and surfaces several times per day.

Agree

Yes

Tell us how you will do this

Baulkham Hills Cricket Club operates in outdoor spaces and does not operate any sub-premises, so this section is deemed not applicable.

Record keeping

Use the NSW Government QR code system to collect an electronic record of the name, contact number and entry time for all staff, attendees and contractors.

Agree

Yes

Tell us how you will do this

Baulkham Hills Cricket Club will communicate to participants the need to use the Service NSW QR code system to check-in prior, and check-out after, any cricket-related activity. In conjunction with the Association, we will ensure that a QR code for any venue we use for cricket-related activities will have a QR code displayed in a suitable place to support this requirement.

Processes must be in place to ensure that people provide the required contact information, such as by checking phones for the green tick to confirm they have checked in (keeping 1.5m physical distance between staff and patrons). QR codes should be clearly visible and accessible including at entrances to the event.

Agree

Yes

Tell us how you will do this

Baulkham Hills Cricket Club will communicate the need to follow NSW Government QR code sign-in protocols. In conjunction with the Association, we will ensure that a QR code is available at venues.

If a person is unable to provide contact details, for example due to age or language barriers, another person may provide contact details on their behalf. If it is not possible for check-in to occur, keep a record of the name, contact number and entry time for all staff, attendees and contractors for a period of at least 28 days. These records must be provided in an electronic format such as a spreadsheet as soon as possible, but within 4 hours, upon request from an authorised officer.

Agree

Yes

Tell us how you will do this

Where a participant is unable to use the NSW Government QR Code Check-in System, Baulkham Hills Cricket Club will direct volunteers and match officers to record their attendance and contact details on an alternative attendance register (e.g. a sheet of paper, scorebook or Notes section in a phone or tablet) or in the match-day scorebook, and then shared with a nominated Committee Member via email.

This will ensure it can be made available to an authorised officer available within 4 hours and filed for a minimum of 28 days. If we identify identifies any language barriers to using the QR code check-in process, we will make use of the resources available at: <https://www.nsw.gov.au/covid19/resourcesother-languages>.

I agree to keep a copy of this COVID-19 Safety Plan at the business premises

Yes