

Competition & Training Protocols – Framework

For LAVic affiliated Centres based in NSW.

4th September 2020

Background

These protocols are provided for Centres affiliated with Little Athletics Victoria (LAVic) that are based in New South Wales. These Centres are:

- Albury
- Barooga
- Bar-Rook
- Echuca-Moama
- Howlong
- Lavington-Jindera Little Athletics Centres.

The protocols allow for the safe conducting of Little Athletics activities within the State of NSW. They are aligned to the NSW Government's Return to Play Policy and Industry COVID Safe Plan. These protocols have been developed with the assistance of LANSW and are compliant with the NSW Public Health Orders.

Centres located in NSW will be able to conduct restricted training and competition activities from 1 September 2020.

In the event of changes to the NSW Government's advice, these protocols will be updated and communicated to affected Centres.

Centres are advised to carefully review the conditions below, and to give full consideration of the implications on their volunteer capacities, financial and other resources, before committing to proceeding.

Please refer all related queries to LAVic's 'COVID Safe Co-ordinator' in writing to office@lavic.com.au.

Information pertaining to Victorian-resident members of NSW Centres

From 4th September 2020, the NSW Government implemented a single border region resident permit system allowing residents to cross the NSW/Victorian border for the following reasons only:

- To get necessary goods or services;
- For care or other compassionate reasons;
- To attend work or education (where it is not possible to do from home)
- To permanently relocate to NSW.

At this time, engaging in community sporting activities, such as Little Athletics, does not constitute a permitted reason for crossing from Victoria into NSW. As such these restrictions will inhibit Victorian members from physically participating in Centre activities until advised otherwise.

Centres are advised to be clear in communicating these conditions to their members.

Membership registration for season 20/21

NSW-based Centres affiliated with LAVic can commence member registration for season 20/21 upon submission of these signed protocols, and receipt of formal authorisation to proceed from LAVic.

Definitions:

- Supervising parent/guardian: the parent/guardian primarily responsible for supervising an athlete at a sanctioned competition or training activity. The presence of the supervising parent/guardian is required for the safe conduct of sanctioned Little Athletics activities.
- Spectators: those in attendance that are not essential for the conducting of sanctioned training or competition activities. These may include the non-supervising parent, non-competing siblings, other relatives such as grandparents, friends, coaches (competition only) etc.
- Organising Bodies: entities co-ordinating track & field competitions on behalf of a group of Centres.
- Attendees: all in attendance at sanctioned competition and training.
- Competition: refers to track & field competition.
- Training: refers to training activities pertaining to track & field disciplines.
- Venue manager: the body responsible for the management of the venue. This might typically be a Local Government Organisation, committee of management, collective sporting body, school or similar.
- Stakeholder: entities mutually interacting with a Centre in any given season. These typically might be athletes, families, volunteers, committee members, venue managers, entities sharing facilities, sponsors, Local Government Organisation, local media outlets, etc.

General principles

- Centres must receive written permission from LAVic to conduct insured sanctioned competition and training activities.
- Centres intending to conduct competition and/or training must appoint a COVID Safe Official.
- Attendees contact details will be recorded prior to each sanctioned activity.
- Physical distancing (>1.5 metres) must be observed by all attendees (exempted when training or competing only).
- The number of people at a venue does not exceed one person per 4 square metres of space to a maximum of 500 people.
- The maintenance of high standards of personal hygiene – such as regular hand sanitisation – is critical.
- Equipment must be disinfected before and after use.

- A "Get in, Train/Compete, Get Out" approach to sanctioned activities must be communicated.
- Individuals essential to the conducting of sanctioned activities only are to be present.
- Spectators are encouraged not to attend sanctioned activities.
- Competition and training group sizes are unlimited (subject to the maximum 500 people per venue and 1 person per 4 square metres).
- Attendees should avoid all contact with others, such as handshaking, hugging and giving high fives.
- Access to indoor facilities are limited and subject to restrictions.
- Canteens are permitted to operate subject to restrictions.

PROTOCOLS

COVID Safe Official

- Centres must appoint a minimum of one COVID Safe Official (CSO).
- The CSO is responsible for the Centre's implementation and compliance with these protocols.
- CSOs are encouraged to complete the free online Australian Government [COVID-19 Infection Control Training](#) course.
- Permission to commence training and/or competition will not be granted to Centres that do not have at least one appointed CSO.
- The tasks and responsibilities assigned to the CSO role are documented in the CSO Duty Statement. [Click here](#) to view.

Communication

The Centre must communicate its return to competition and training protocols to all members, athletes, coaches, volunteers, Committee members, families, sponsors, venue managers and other Centre stakeholders.

Physical Distancing

Physical distancing reduces the risk of transmission of COVID-19. All attendees must practice maintaining 1.5m spacing off the field at all times. Good practice also includes:

- Avoiding physical contact, including shaking hands, giving high fives or hugging;
- Encouraging volunteers and officials to bring their own equipment necessary to assist (pen, clipboard etc);
- Ensuring groups are spread out while forming prior to competition; mass group warm ups are not to be conducted;
- Placing posters around the facility with information on physical distancing;
- Using barriers or markers to help identify 1.5m;
- Send emails to your members regarding these restrictions;
- While Centres can hold essential meetings, preference should be given to hosting these virtually via an online platform.
- Ensuring that attendees remain home or are sent home if unwell;
- Avoiding carpools or bus travel with people from different household groups where possible.

Note:

- Physical distancing does not apply to “on the field of play”.
- Centres must ensure the number of people in a facility does not exceed [one person per 4 square metres](#) of space to a maximum of 500 people.

Hygiene & Equipment

- Athletes are encouraged to bring their own water bottles, towels and other personal equipment to avoid sharing equipment where possible.
- Athletes clothing items, such as tops, hoodies, etc, are to be separated when not worn to avoid contact with other athletes' items.
- Uniform items are not to be shared.
- At training only, athletes should be advised to supply their own equipment where practicable; the sharing of equipment is to be avoided where possible.
- At training only, athletes will be required to only use the equipment allocated to them unless they supply their own.
- At training only, athletes are to collect their own equipment.
- All equipment is to be cleaned with disinfectant wipes before and after use (the exception being if an athlete supplies their own equipment).
- Athletes will be required to sanitise their hands after using equipment, including their own.
- At training only, only the coach will be allowed to use the rakes, brooms, and tape measures for any activities. Parents are not permitted to handle equipment.
- The athletes will not share gym mats used for strength training,
- High jump: all forms of high jump are permissible, with the following provisos:
 - that all equipment is thoroughly cleaned after the session;
 - each athlete sanitises their hands after each jump.
- Javelin: javelins can be used as long as they are cleaned and sanitised for use for each athlete.
- Long & triple jump: when athletes are leaving the pit, athletes must clean their hands of sand first and then sanitise.
- 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.
- At training, only the Coach and CSO can collect equipment from the equipment shed and then return it.
- At competition, the CSO makes arrangements for the safe handling of equipment.

Contact Tracing Requirements, Managed Access and Attendance Registration

- Attendees are encouraged to “Get in, Compete/Train, Get Out” and minimise social interaction prior to, and after competition or training.
- All attendees to a venue or training session are encouraged to subscribe to the Government's COVID-19 tracing app.
- Attendance records are required to be compiled for all sanctioned Little Athletics training and competition activities, and kept for a minimum of 30 days.
- Spectators (see the definition above) are to be discouraged from attending sanctioned activities.

Centre Competition:

- Attendance records of athlete attendance at Centre competition will be undertaken via ResultsHQ.
- Supervising parents/guardians, athletes, officials, CSOs, volunteers only are considered essential for conducting competition.

Training:

- An attendance register is to be maintained for all training sessions. (While an MS Excel template will be supplied, Centres are encouraged to explore online tools to facilitate the administration of this process, such as the Team App '[Attendance Tracker](#)').
- The registration process will be co-ordinated by the CSO prior to the commencement of training at a designated area.
- Supervising parents/guardians, athletes, officials, CSOs and coaches only are considered essential for conducting training.

Venue

- 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.
- Signage must be displayed at the point of entry of clubrooms, pavilion etc outlining the maximum number of people allowed inside at any one time, based on 4 square metres per person.
- The CSO, Centre administrators and venue managers will manage the use of the facilities.
- Toilets should be opened.
- Centres operating a canteen will need to complete and display the COVID-19 Safety Plan for dining at restaurants, cafes, pubs, clubs, RSL clubs and hotels. A copy of the checklist can be found [HERE](#).

Meetings & Gatherings

- While Centres can hold essential meetings, preference should be given to hosting these virtually via an online platform.
- Centres must ensure that physical distancing of 1 person per 4 square metres is complied with at essential meetings.
- Presentation days, Award ceremonies, gala days or any social gatherings are not permitted.

Conducting Competition & Training

The following protocols apply:

- 1 supervising parent/carer only per registered athlete can attend the Centre per sanctioned activity (Committee member and Officials are exempt);

- Centres cannot split their competition into more than one area to allow more groups of 500;
- Only registered athletes of the Centre can participate in and attend sanctioned training and competition activities;
- No visiting athletes are to participate in or attend a Centre's sanctioned competition & training activities;

Uniform requirements

- It is compulsory for athletes in all sanctioned competition:
 - to wear their Centre uniform;
 - to display their athlete registration patch once supplied;
 - to have a Coles badge properly affixed to their uniform, in accordance with uniform guidelines;
 - Not to share uniforms.

Centre Compliance

- Centres and participants, parents, coaches and volunteers must comply with these protocols, and any subsequent updates, at all times.
- COVID-Safe Officials (CSOs) are required to report incidences of blatant/flagrant non-compliance to their Centre Committees and to LAVic.
- Upon being advised of a non-compliance, the Centre and/or LAVic may investigate further. This may result in the provision of advice and support to help prevent further breaches, or where the breach is been found to be blatant or flagrant in nature, sanctions may be considered.
- If found to be in breach, a Centre, participants, parents, coaches and volunteers may receive a sanction from the Centre and/or LAVic. These may range from issuing a 'please explain', a warning, the revoking of permission of a Centre to conduct competition and training activities, or in serious cases referring the matter to relevant authorities.

COVID-19 Safety Plan

Little Athletics Centres located in NSW are required by the NSW State Government to complete, regularly update, and to have available upon request, a "COVID-19 Safety Plan". Click [HERE](#) to download the template.

ACCEPTANCE OF PROTOCOLS

The Centre named below advises LAVic of its intention to commence conducting sanctioned and insured competition and training activities and agrees to comply at all times with the conditions set out in this document.

Centre name: _____

President name: _____

Signature: _____

Secretary name: _____

Signature _____

Date: _____

Version control

Date	Version #	Action Taken / Updates
28 th May 2020	1.0	New document
14 th July 2020	2.0	Renamed. Updated to include references to competition and align with current restrictions.
4 th September 2020	2.1	NSW adaptation.