

TO: **Metro Melbourne Region & Centre Secretaries**
FROM: **Anthony McIntosh – CEO**
DATE: **Tuesday 19th October 2021**
SUBJECT: **Commencement of training for Metro Melbourne;
vaccination directions, procedures & refunds**

- **Commencement of Track & Field Training for Metro Melbourne Centres**
- **Vaccination requirements**
- **Procedures for Centres: vaccination directions**
- **Vaccination FAQs**
- **Vaccination-related refunds**

Commencement of Track & Field Training for Metro Melbourne Centres

The State Government has announced that community sport training can commence from this Friday 22nd October.

However, the Restricted Activity Directions are not expected to be available until the morning of Friday 22nd October and accordingly, LAVic will finalise the release of the Protocols and circulate as soon as possible.

Centres **cannot** commence sanctioned training until the Protocols have been received and that the Centre determines they have the necessary resources to comply. Critical to this will be the acknowledgement and understanding of the role of the CSO (an updated CSO Duty Statement will be released simultaneously). Centres are also advised to seek approval from their venue managers prior to commencing training. For many Centres, training may not realistically commence until next week.

Vaccination requirements

The Victorian Government has announced mandatory vaccination requirements for all authorised providers and authorised workers (including volunteers) who are not working from home. This applies to the 'Physical Recreation' sector, which includes community sport, and Little Athletics.



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LAVic is required to implement these measures at all levels of the sport (Centre, Region and Association).

These rules require that all employees and volunteers of Little Athletics (inclusive of parents/guardians, coaches, officials, Committee Members, Associate Members, Honorary Members etc) to be vaccinated in accordance with the directions listed below (or have a valid medical exemption) in order to attend a Little Athletics venue, deliver a service/activity in person or participate in an activity in person.

Regions, Centres and clubs situated in Victoria are required to request, sight, record and store the vaccination status of all attendees (listed above) in all activities, as per the [Volunteer Vaccination Spreadsheet](#).

Regions, Centres and clubs need to give these requirements full and proper consideration to determine if they can commence conducting training and other activities whilst complying with these directions.

Requirements for Regions, Centres & clubs: vaccination directions

As per State Government directions:

From **22nd October 2021**, volunteers must be able to provide evidence that they have:

- received their first dose of a COVID-19 vaccination, **or**
- have a medical exemption, evidenced by an authorised medical practitioner.

From **26th November 2021**, the individuals listed above will be required to provide evidence they have received two doses of a COVID-19 vaccine (unless they have a medical exemption).

Procedure to record vaccination status for Regions, Centres & clubs:

1. Download the Volunteer Vaccination Spreadsheet – click [HERE](#).
2. Print off hard copies to complete manually, or load into laptop / tablet / device.
3. At the commencement of training or activity, COVID Safe Official(s) (or delegated individuals) are to man training venue entry points (or roam if venue is unfenced & open).

Little Athletics Victoria

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4. CSO to:
 - a. Explain the requirement to request vaccination status
 - b. Ask & record name of attendee on spreadsheet.
 - c. Request evidence of vaccination status:
 - i. If status is 'partially vaccinated' (1 jab) or 'fully vaccinated' (2 jabs), sight & record in spreadsheet.
 - ii. If attendee has a medical exemption, sight & record on spreadsheet.
 - iii. If status is 'unvaccinated' or unable to provide evidence of vaccination status, the attendee is to be advised that they are not permitted to attend and their athlete(s) cannot attend and participate.
 - d. Collate all attendee spreadsheets and securely store upon completion of training session or activity.
5. Also, CSO to ensure all attendees register attendance via QR Code.

Vaccination FAQs

Advising that LAVic is in the process of compiling a set of vaccination-related FAQs to be posted on the LAVic website. The first draft of the is expected to be released & distributed tomorrow.

Vaccination-related refunds

Parents/guardians requesting to cancel their membership on account of their inability or unwillingness to comply with the State Government vaccination directions will receive a full refund upon request.

Refund requests should be submitted in writing to the LAVic office at office@lavic.com.au.

Please direct queries pertaining to vaccination directions to LAVic CEO Anthony McIntosh at anthony.mcintosh@lavic.com.au

The LAVic team

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