

TO: **Centre & Region Secretaries**  
FROM: **Anthony McIntosh – Chief Executive Officer**  
DATE: **Tuesday 24th November 2020**  
SUBJECT: **Revised protocols for Victorian Centres 24.11.20**

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### **Revised protocols for Victorian Centres**

On Sunday 22.11.20, the Victorian Premier, Daniel Andrews and Chief Health Officer, Brett Sutton, made a series of announcements regarding the latest COVID-19 restrictions. LAVic has revised and updated its protocols in alignment with the Restricted Activity Directions, Department of Health & Human Services (DHHS), Sport & Recreation Victoria (SRV) and Vicsport.

To access the LAVic All Victoria COVID-19 Protocols v5 24.11.20, click [HERE](#).

### **Summary of changes:**

Updates to the protocols document are captured in red type.

#### General:

- All Victorian sporting entities (including LAVic Centres) must have and maintain a COVID Safe Plan at all times. Sport & Recreation Victoria has released a version of this template for sporting bodies. Centres are required to produce a copy upon request by an authorised officer – typically Victoria Police, WorkSafe, DHHS or Local Government. Click [HERE](#) to download the Community Sport COVID Safe Plan template.
- The regional Victorian and metropolitan Melbourne protocol documents have been amalgamated. Accordingly, there are no longer separate restrictions between the jurisdictions, such as 25km travel limits and restrictions for crossing from regional Victoria to metropolitan Melbourne and vice versa.
- 'Attendees' are now referred to as 'Patrons', in alignment with State Government terminology. Patrons

#### Attendance records and managed access:

- A cap of 500 patrons applies to community sporting activity, inclusive of Centre training and competition.
- For Open Days expected to attract in excess of 500 patrons, approval will be required via the State Government's proposed 'Public Events Framework' ('PEF'). The terms and conditions of the PEF are yet to be finalised. Accordingly, it is recommended that planning activities for Open Days are tentative until such time as the PEF has been finalised and communicated.
- A maximum density quotient of 1 patron per 4 square metres applies to all areas at Little Athletics venues.
- There are no longer restrictions on spectator attendance, as per previous protocols. Spectators are included in the maximum patronage cap of 500.



- Face masks must be carried at all times by all patrons 12 years of age and older, and worn if physical distancing of 1.5 metres cannot be maintained.
- Face masks must be worn inside at all times by all patrons 12 years of age and older.

#### Equipment:

- For competition, blocks must be cleaned after each heat or race.
- For training, blocks must be cleaned upon completion of the training session by the athlete using them.
- Blocks: for competition, athletes must sanitise their hands prior to the event and clean their blocks with disinfectant wipes prior to handling and adjusting. Blocks are to be sanitised upon completion of the event. For training, shared blocks must be cleaned prior to use and upon completion of the training session by each athlete.

#### Competition & training

- Competition events (track and field) group sizes cannot exceed 50 athletes at a time. Officials & volunteers conducting the event are in addition to the athletes.
- Training (track & field events) group sizes cannot exceed 50 athletes at a time. Coaches & volunteers conducting the event are in addition to the athletes.
- Groups of up to 50 people must be spaced apart by 5m or more.

#### Venue:

- Access to clubrooms and pavilions is permitted.
- The pavilion/clubroom has a venue cap of 150 patrons, inclusive of a cap of 20 patrons in any one space, and a density quotient of one person per four square metres.
- Patrons are not to spend lengthy periods inside clubrooms and pavilions for the purpose of socialising.
- Face masks must be carried at all times by all patrons 12 years of age and older, and worn if physical distancing of 1.5 metres cannot be maintained.
- Face masks must be worn inside at all times by all patrons 12 years of age and older.
- Where patrons are required to be indoors (for example, in bathrooms, clubrooms, change rooms, canteen etc), windows and outside doors must be open where possible to maximise ventilation. Air conditioning (not on 'recirculate' mode) can be used to enhance the flow of air.
- The installation of cashless transaction technology is encouraged.
- Centres must display signage at each public entry to each indoor and outdoor space, indicating maximum capacity and COVIDSafe hygiene and physical distancing requirements.

#### Personal infection control & management

- Any patron who tests positive for coronavirus (COVID-19) should remain in isolation at home and cannot attend Little Athletics activities until they have been notified by DHHS that they are no longer required to self-isolate, and have met its criteria for release.



- In the event of a confirmed COVID-19 infection at the Centre, the CSO, in conjunction with the Centre committee and venue manager, must take the following actions:
  - Undertake a risk assessment to help determine what actions are required. This may include closing part or all of the facility to allow a comprehensive clean, as well as the identification and notification of close contacts. For more information see the Workplace guidance for managing suspected and confirmed cases (including risk assessment template).
  - Contact DHHS and WorkSafe
    - Notify DHHS of suspected COVID-19 infections via the COVID-19 Hotline: 1800 675 398 (open 24 hours, 7 days).
    - Consult with DHHS on whether the Centre is required to stay closed for a short period to facilitate cleaning and enable contact tracing.
    - Report the case to WorkSafe and LAVic.
  - Determine what areas of the Centre were visited, used, or impacted by the infected person.
  - Clean the premises (see how to clean and disinfect after a COVID-19 case in non-healthcare settings):
    - Close the affected area to prevent access prior to and during cleaning and disinfection.
    - Consider engaging suitably qualified personnel to clean and disinfect the area
    - Open doors and windows to increase air circulation
    - The workplace should be thoroughly cleaned and disinfected before it can be re-opened for sanctioned Little Athletics activities.

#### Hygiene

- Face masks must be carried at all times by all patrons 12 years of age and older, and worn if physical distancing of 1.5 metres cannot be maintained.
- Face masks must be worn inside at all times by all patrons 12 years of age and older.

#### Physical distancing

- Groups of up to 50 people must be spaced apart by 5m or more.

#### Cleaning

- Open outside doors and windows to increase air circulation before commencing cleaning and disinfection. Keep doors and windows open after cleaning and disinfection to allow the cleaning agents to disperse in the airflow.
- The Centre cleaning roster must be prominently displayed.
- Further information about cleaning can be found here: DHHS cleaning and disinfecting information.

#### Volunteer teams

- To reduce possible exposure and contact, Centres should limit the number of people that volunteers have prolonged close contact with and modify processes to reduce



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interactions between volunteers during breaks, or when transitioning into or out of volunteering activities.

- Where possible, Centres should roster volunteers into 'pools' (or teams) and have each team work independently to avoid mixing volunteers across activities.
- Record and maintain records of volunteering rosters to assist with contact tracing efforts in the event of infection.

The LAVic team

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