

CHECKLIST FOR CLUBS AND ASSOCIATIONS

The resumption of community netball activity should not occur until appropriate measures are implemented to ensure the safety of all community netball members.

This updated checklist will provide Clubs and Associations with a basic tool to assist with risk assessment and mitigation strategies so you can safely return to community netball in a COVID-19 environment.

It is essential that you educate and inform your staff, volunteers and members of the risk mitigation strategies.

It is essential that you supply education materials to staff, volunteers and members to ensure the required behaviours are followed. You should also display appropriate education materials throughout your facility.

PREPARING YOUR PEOPLE

ITEM	YES	NO
Have you contacted your Local Council or facility manager to reconfirm access and other specific venue arrangements after the easing of restrictions for sport and exercise, effective 22 June?		
Have all members of your committee read and understood all updated <i>Return to Community Netball guidelines (Effective 22 June)</i> ?		
Have you met with your committee to discuss and agree on the implementation of key aspects, such as use of change rooms and indoor facilities outlined in the <i>Return to Community Netball guidelines (Effective 22 June)</i> ?		
Has the committee assigned roles and responsibilities to individuals to ensure a safe return for all staff, volunteers and participants?		
Did you distribute the <i>Return to Community Netball guidelines (Effective 22 June)</i> document to all staff, volunteers, participants and parents?		
Have you encouraged all staff, volunteers, participants and parents to download the COVIDSafe App?		
Have you opened your Netball Victoria online registration form and ensured all participants have a current Netball Victoria membership?		
Continue to ensure you provide a safe environment for children by following Netball Victoria's Child Safety Policy and Code of Conduct?		
If appropriate, have you implemented a booking system or court usage plan to manage the scheduling of all sessions?		
Have you communicated the restrictions on spectators to parents and guardians?		
If relevant, have you met with other facility user groups and agreed on a plan to manage bookings and ensure multiple groups do not create an unnecessary risk of people congregating at entrances or exits, in indoor spaces, in carparks or other nearby areas?		
Have you confirmed a process for collecting <i>attendance details</i> of participants with your coaches, team managers or other relevant individuals?		

PREPARING THE ENVIRONMENT

ITEM	YES	NO
Do you have a process to ensure the Game Day Checklist is completed prior to the start of each training session? (Make sure you download the Safe Netball App.)		
Do you have a process to ensure all playing facilities including entry gates, player and officials' benches, and playing and coaching equipment are thoroughly and frequently cleaned?		
Do you have a plan to manage access to change rooms, ensuring a maximum of 20 people are permitted per space, subject to the one person per four square metre rule?		
Do you have a plan to manage access to toilets and showers?		
Do you have a plan to ensure all spaces, including toilets and showers, are thoroughly and frequently cleaned?		
If relevant, have you read and understood the Hospitality Industry Guidelines (available at www.business.vic.gov.au) to support the use and management of your canteen or café?		
Where appropriate, have you marked 1.5 metre physical distancing crosses in areas to encourage participants to maintain physical distancing?		
Where appropriate, have you marked out gathering areas, including 1.5 metre physical distancing crosses, in direct areas where parents/guardians may gather?		
Do you have a process to ensure all facilities, including benches, desks and other frequently touched surfaces, are thoroughly and frequently cleaned?		
Have you established and clearly marked separate entry and exit points at your venue?		
Have you considered the management of entry and exit points at your venue, to avoid participants congregating and ensuring they can maintain a 1.5 metre physical distance?		
Have you considered establishing pick-up and drop-off areas to manage traffic flow and reduce the unnecessary risk of people congregating?		
Have you established and clearly marked handwashing and sanitising stations?		
Have you ensured soap dispensers in toilets are regularly refilled?		
Are there bins located in each zone?		
Where appropriate, can you leave doors and gates open to minimise contact?		
Have you displayed COVID-19 hygiene and safe sanitising posters around the venue? Download posters		