



Burilda Pistol Club

COVID-19 SAFETY PLAN

Burilda Pistol Club

[Association/Club]	Burilda Pistol Club
[Ground Location]	Not applicable
[Club Facility Location]	Range Road (off Elizabeth Drive), Cecil Park NSW 2178
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Version	1.0
Plan last updated	29/06/2020
Holly Huang is responsible for this document	

Template Instructions

1. The Australian Institute of Sport (**AIS**) has published a “Framework for Rebooting Sport in a COVID-19 Environment” to inform the resumption of sporting activity in Australia, including community sport. Sport Australia has separately developed a “Return to Sport Checklist for Clubs and Associations” that provides operational guidance to local sporting clubs and associations on considerations that should be taken into account to appropriately resume sport and club operations.
2. To support the AIS and Sport Australia return to sport documents, Sport Australia has developed this COVID-19 Safety Plan template. This template can be used by associations and clubs to consolidate their planning for the resumption of activities at its club. Your association/club should review the Sport Australia Checklist and document its operational requirements for return to sport in the Appendix to this COVID-19 Safety Plan.
3. Yellow highlighting within brackets i.e. [] indicates further information is required from an association/club prior to finalising and adopting the COVID-19 Safety Plan. Before finalising, insert relevant information where highlighted in yellow and delete these template instructions.
4. Your association/club’s COVID-19 Safety Plan should be appropriately ratified within your club’s governance arrangements and regularly reviewed to ensure it remains fit for purpose and aligned with the AIS Framework, government restricted activity measures, public health advice and health and safety laws.
5. **DISCLAIMER:** This template does not constitute legal or health and safety advice. A club should take its own professional advice regarding the development and contents of its COVID-19 Safety Plan.

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1. Introduction

The purpose of this COVID-19 Safety Plan (**Plan**) is to provide an overarching plan for the implementation and management of procedures by **Burilda Pistol Club (Burilda)** to support **Burilda** and its members and participants in the staged resumption of community sport and club activities.

The arrangements set out in this Plan are intended to prevent the transmission of COVID-19 among members, participants, coaches, officials, administrators/volunteers, visitors, families and the broader community. The Plan provides the framework to govern the general operation of **Burilda**, any facilities it controls, the playing/training behaviour of all members and participants and the monitoring and reporting of the health of attendees at **Burilda** facilities.

This Plan includes, but is not limited to, the conduct of:

- a. staged training and competition activities (sport operations); and
- b. facility management and supporting operations (facility operations).

At all times the Plan is subject to all regulations, guidelines and directions of government and public health authorities.

2. Key Principles

This Plan is based on, and accepts, the AIS [Framework for Rebooting Sport in a COVID-19 Environment](#) (**AIS Framework**) and the [National Principles for the Resumption of Sport and Recreation Activities](#) (**National Principles**).

The Plan also accepts as key principles that:

- The health and safety of members, participants, coaches, officials, administrators/volunteers, visitors, families and the broader community is the number one priority;
- Members, participants, coaches, officials, administrators/volunteers, families and the broader community need to be engaged and briefed on **Burilda's** return to sport plans;
- Facilities are assessed and appropriate plans are developed to accommodate upgraded hygiene protocols, physical distancing and other measures to mitigate the risk of transmission of COVID-19;
- Training cannot resume until the arrangements for sport operations and facility operations are finalised and approved, if necessary; and
- At every stage of the return to sport process **Burilda** must consider and apply all applicable State and Territory Government and local restrictions and regulations. **Burilda** needs to be prepared for any localised outbreak at our facilities, within our competitions or in the local community.

3. Responsibilities under this Plan

Burilda retains the overall responsibility for the effective management and implementation of the return to sport activities and operations outlined in this Plan.

The **Committee of Burilda** is responsible for:

- Approving the Plan and overseeing the implementation of the arrangements in the Plan; and
- Revising the Plan as required, ensuring it reflects up to date information from government and public health officials.

The **Committee** has appointed the following person as the club COVID-19 Safety Coordinator to execute the delivery of the Plan and to act as a point of contact for information relating to this Plan:

Name	Michael O' Connor	Rodney Rogers
Contact Email	mickocobra@gmail.com	rodgers49@outlook.com
Contact Number	0407206395	0412346348

Burilda expects all members, participants, coaches, officials, administrative staff and volunteers to:

- Comply with the health directions of government and public health authorities as issued from time to time;
- Understand and act in accordance with this Plan as amended from time to time;
- Comply with any testing and precautionary measures implemented by **Burilda**;
- Act with honesty and integrity in regard to the state of their personal health and any potential symptoms; and
- Monitor their health and take a cautious approach to self-isolation and reporting of potential symptoms.

4. Return to Sport Arrangements

As at the date of this Plan, participants are training at Level B, step 2 of the AIS Framework. The Plan outlines specific sport requirements that **Burilda** will implement for Level B and Level C of the AIS Framework.

Burilda will transition to the training activity and facility use as outlined in Level B of the AIS Framework and the training/competition activities and facility use outlined in Level C of the AIS Framework when permitted under local restrictions and regulations.

4.1 AIS Framework Arrangements

The protocols for conducting sport operations and facility operations under Level B and Level C of the AIS Framework are set out in the Appendix.

4.2 Roadmap to a COVIDSafe Australia

Burilda will also comply with the Australian government's [Roadmap to a COVIDSafe Australia](#), which places limits on the type of activity that can be conducted and the number of people who can gather at facilities, notwithstanding the activities permitted by the AIS Framework (see below).

AIS Activities	Level A: Training in no more than pairs. Physical distancing required.	Level B: Indoor/outdoor activity. Training in small groups up to 10. Physical distancing required.		Level C: Full sporting activity (training and competition) allowed. No restriction on numbers. Contact allowed.	
Roadmap Activities	N/A	Step 1: No indoor activity. Outdoor sport (up to 10 people) consistent with AIS Framework.	Step 2: Indoor/outdoor sport up to 20 people. Physical distancing (density 4m ²).	Step 3: Venues allowed to operate with up to 100 people with physical distancing. Community sport expansion to be considered consistent with AIS Framework.	Further steps TBC

5. Recovery

When public health officials determine that the outbreak has ended in the local community, **Burilda** will consult with relevant authorities to identify criteria for scaling back its COVID-19 prevention actions. **Burilda** will also consider which protocols can remain to optimise good public and participant health.

At this time the **Committee of Burilda** will consult with key stakeholders to review the delivery of its return to sport arrangements and use feedback to improve organisational plans and systems.

Appendix: Outline of Return to Sport Arrangements

Part 1 – Sport Operations

Area	Plan Requirements (for activities under AIS Framework Level B)	Plan Requirements (for activities under AIS Framework Level C)
Approvals	<p>The club must obtain the following approvals to allow a return to training at Level B:</p> <ul style="list-style-type: none"> • State/Territory Government approval of the resumption of community sport. • Relaxation of public gathering restrictions to enable training to occur. • Local government/venue owner approval to training at venue, if required. • National/state sporting body/local association approval of return to training for community sport. • Club committee has approved return to training for club. • Insurance arrangements confirmed to cover training. <p>Burilda to commence level B operations from Wednesday 1st July 2020.</p>	<p>The club must obtain the following approvals to allow a return to training/competition at Level C:</p> <ul style="list-style-type: none"> • Relaxation of public gathering restrictions to enable training to occur. • Local government/venue owner approval to training/competition at venue, if required. • National/state sporting body/local association approval to return to training/competition for community sport. • Club committee has approved return to competition for club. • Insurance arrangements confirmed to cover competition.
Training Processes	<p>Members must adhere to the following requirements when training:</p> <ul style="list-style-type: none"> • Maintain 1.5m distance from others and ensure a 4-metre square space is reserved per person at all times. • Please adhere to marks on the floor to maintain social distancing requirements. • Shooters are to sanitise the seats, benches and bay equipment prior to use and at the end of each session. • From Wednesday 1st July, Burilda's Club day will be held on Wednesday evenings from 5:30 – 9:45pm. Members are to arrive no earlier than 5:00pm and must depart at the latest by 10:00pm. • No more than 10 persons will be allowed to attend on Wednesday evenings. Please email Burildapistolclub@gmail.com, phone or text 0432459228 to express interest in attending. Confirmation of availability 	<ul style="list-style-type: none"> • Please limit unnecessary social gatherings. • Details regarding training protocols and booking will be available at a later date • Sanitising requirements continue from Level B. • Treatment of shared equipment continues from Level B. • Personal hygiene encouraged (e.g. wash hands prior to training, no spitting, cover cough and sneezes with your elbow). • Avoid coughing where possible and if so conduct in a discrete manner • Please sign into the Training/playing attendance register

	<p>will be sent back to members to ensure we do not exceed the number of maximum participants.</p> <ul style="list-style-type: none"> • Only approved members of the training session will be permitted to be present. • All shooters must have a shooters licence or permit, there will be no use of P650's. • Training will be held either on the 10m air range or 25m range. Details for each Club day will be release closer to the date. • All shooters are to fill out the registration form, show this at the window and drop into the drop box supplied before being directed to their allocated zone. • Members are to arrive ready to train and must leave immediately after practice. • Club evenings are only to be used for shooting purposes. No socialising, club events or club meetings are to be held in the venue or carpark. • Shooters are not to share any equipment including but not limited to firearms, spotting scopes, patches & mats. • No hire guns, mats, rests or bags will be supplied to shooters. • No sharing of personal equipment. • Personal hygiene encouraged (e.g. wash hands prior to training, no spitting, cover cough and sneezes with your elbow). • Where possible limit car pool numbers. • Should members wish to shoot outside of Burilda's club day, members must pre-book as a casual shooter at: https://sport.nsw.gov.au/shootingcentre/casual-bookings • Please sign in to the Training attendance register upon arrival. 	
<p>Personal health</p>	<ul style="list-style-type: none"> • Any person unwell, displaying symptoms (i.e. cough, sore throat, shortness of breath, fever or with cold/flu signs), or have been in contact with a person positive with COVID-19 should seek medical advice and self-isolate while awaiting test results. They should not attend the venue. • Avoid physical contact and greetings such as handshakes, high fives, hugs and kisses. 	<ul style="list-style-type: none"> • Requirements continue from Level B.

	<ul style="list-style-type: none"> • Wash/sanitise hands prior to, during and after training. • Do not share personal items such as drink bottles, food items, etc. • Please cough and/or sneeze into your elbow or tissue. Discard tissue after use into a bin and wash/sanitise your hands afterwards. • Shooters are to use only the toilets in their allocated zones. • Avoid touching your eyes, nose and mouth where possible. • Clean and disinfect objects you use often i.e. mobile phones, keys...etc. • Use tap and go instead of cash where possible. 	
Hygiene	<ul style="list-style-type: none"> • Practice good hand hygiene by washing your hands for at least 20 seconds with soap and running water. • Sanitiser dispensers will be available at all SISC amenities. • Use alcohol based hand sanitiser where soap and water is not available. • Please cough and/or sneeze into your elbow or tissue. Discard tissue after use into a bin and wash/sanitise your hands afterwards. 	<ul style="list-style-type: none"> • Hygiene and cleaning measures to continue from Level B.
Communications	<ul style="list-style-type: none"> • Members are reminded to check emails regularly for updates to training and hygiene protocols. • Members are encouraged to download and use the government COVIDSafe app. • Please observe all COVID-19 safety signs at SISC. • Please read and adhere to posters will be in the toilet and ranges regarding personal hygiene. • Mental health and wellbeing counselling services are available at Lifeline (131 114), Kids helpline (1800 551 800) and Suicide Call back Service(1300 659 467) 	<ul style="list-style-type: none"> • Members are reminded to check emails regularly for updates to training and hygiene protocols • Members are encouraged to download and use the government COVIDSafe app • Please observe all COVID-19 safety signs at SISC • Please read and adhere to posters will be in the toilet and ranges regarding personal hygiene <p>Mental health and wellbeing counselling services are available at Lifeline (131 114), Kids helpline (1800 551 800) and Suicide Call back Service(1300 659 467)</p>

Part 2 – Facility Operations

Area	Plan Requirements (for activities under AIS Framework Level B)	Plan Requirements (for activities under AIS Framework Level C)
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Approvals	<p>The club must obtain the following approvals to allow use of club facilities at Level B:</p> <ul style="list-style-type: none"> • State/Territory Government approval of the resumption of facility operations. • Local government/venue owner approval to use of facility, if required. • Club committee has approved plan for use of club facilities. • Insurance arrangements confirmed to cover facility usage. 	<p>The club must obtain the following approvals to allow use of club facilities at Level C:</p> <ul style="list-style-type: none"> • State/Territory Government approval of the resumption of facility operations. • Local government has given approval to use of facility, if required. • Club committee has approved plan for use of club facilities. • Insurance arrangements confirmed to cover facility usage.
Facilities	<ul style="list-style-type: none"> • SISC will be divided into multiple zones during its operating hours. Participants cannot interact with any other group or activity at the venue. • From Wednesday 1st July, Burilda's Club day will be held on Wednesday evenings from 5:30 – 9:45pm. Members are to arrive no earlier than 5:00pm and must depart at the latest by 10:00pm. • Use only the amenities in the designated zone in the venue to avoid contact with other groups • Sanitiser dispensers will be available at all SISC amenities • Members are recommended to bring their own hand sanitiser • Toilet areas will be available. • Change rooms, change areas and showers will be closed. • SISC staff are to wipe down eftpos terminals between customers. Additional cleaners will be available to regularly clean all toilets and frequent touch points and during session change overs. 	<ul style="list-style-type: none"> • Information regarding full use of Club facilities will be announced at a later date. • Hygiene and cleaning protocols measures as per Level B. • Provision of appropriate health and safety equipment, Personal Protective Equipment (PPE) and personal hygiene cleaning solutions as per Level B.
Facility access	<ul style="list-style-type: none"> • Please park in every second bay to comply with social distancing guidelines. • Club members are to show their firearms licence and proof of club membership at the shop counter. • The shooters will need to fill out the registration form supplied. • Once completed they will need to show this at the window and drop into the drop box supplied. • Facility access is limited to shooters who have: 	<ul style="list-style-type: none"> • Continue Level B protocols as appropriate. • Gathering numbers should not exceed government allowances (COVIDSafe Roadmap maximum gatherings: Step 1 (10 people), Step 2 (20 people), Step 3 (100 people)). • Any spectators should observe physical distancing requirements (>1.5 metres) and density requirements (one person per 4 square metres). • Further details regarding training and hygiene protocols will be confirmed at a later date

	<ul style="list-style-type: none"> – COVID-19 or has been in direct contact with a known case of COVID-19 in the previous 14 days. – Flu-like symptoms (i.e. cough, sore throat, shortness of breath and/or fever). – Travelled internationally in the previous 14 days. • No spectators or visitors will be allowed on the range. • Juniors are permitted to bring a licenced guardian. The guardian is not counted and cannot shoot. • Detailed attendance register is to be kept. 	
Hygiene	<ul style="list-style-type: none"> • Practice good hand hygiene by washing your hands for at least 20 seconds with soap and running water. • Shooters are to wash/sanitise their hands upon arrival and departure at the venue in their designed zone. • Shooters are to sanitise the seats, benches and bay equipment prior to use and at the end of each session. • Sanitiser dispensers will be available at all SISC amenities. • Members are recommended to bring their own hand sanitisers as well. • Use alcohol based hand sanitiser where soap and water is not available. • Please cough and/or sneeze into your elbow or tissue. Discard tissue after use into a bin and wash/sanitise your hands afterwards. • Avoid touching your eyes, nose and mouth where possible. • Clean and disinfect objects you use often i.e. mobile phones, keys...etc. • Use tap and go instead of cash where possible. 	<ul style="list-style-type: none"> • Continue hygiene and cleaning measures as per Level B.
Management of unwell participants	<p>Burilda's management of unwell participants at a club activity include:</p> <ul style="list-style-type: none"> • Unwell participants arising during a club activity will be isolated and administered a face mask where available. They must return home for self-isolation, seek medical advice or attend a COVID-19 testing clinic to get tested. • SISC staff will be informed of the unwell participant and disinfection of the seats, benches and bay equipment is to occur. 	<ul style="list-style-type: none"> • Measures as per Level B.

	<ul style="list-style-type: none"> • Members feeling unwell or with COVID-19 symptoms should seek medical advice, get test and self-isolate until they receive their results. • Members are required to inform Burilda's Committee regarding a positive COVID-19 test so the appropriate public health authorities (NSW health) and other attendees of symptomatic participants may be notified. 	
Club responsibilities	<p>The club will oversee:</p> <ul style="list-style-type: none"> • Provision and conduct of hygiene protocols as per the Plan. • The capture of a record of attendance at all training and club activities and maintaining an up-to-date log of attendance. • Coordination of Level B field and training operations. • Operation of the club's facilities in support of all Level B training activities in accordance with this Plan. 	<p>As per Level B.</p>