



Wyndham Track and Field Club (the Club)
RETURN TO PLAY POLICY
June 2020

VERSION 1.0



Return to Play Policy

Based on Athletics Victoria *RETURN TO PLAY* (training activities only – competition activities are not permitted)

This document contains recommendations for return to play (training) for all weather athletics tracks (venues) throughout Victoria.

It is based on the Return to Play principles recommended by SportAus and Sport & Recreation Victoria.

Venue Operators may adopt all or part of the recommendations and where appropriate, may decide to open or offer access to part and/or all activities within a venue. This document may be provided to Local Councils as recommendations for return to play (training).

Under the current restrictions issued by the Victorian Government:-

Requirement:-

The Venue Operator must keep a record of attendees including first name, phone number, date and time of attendance

And

Recommendation:-

All venues appoint a Safety Officer who can administer and implement the restrictions and recommendations to prevent the transmission of COVID-19

Athletics Victoria Incorporated (AV) is the State Sporting Organisation for athletics in Victoria and provides this information to assist Venue Operators with return to play (training) procedures. AV does not accept any liability where some, and/or all, of the recommendations have not been implemented by a Venue Operator.

VERSION	Summary	Date
1.0	Initial Release	25 th May 2020
1.1	Group Activity Update Page 11	27 th May 2020
1.2	Draft Removed from document	27 th May 2020
1.3	Adapted for use by Wyndham Track & Field Club	23 June 2020



Commencement Statement

The Victorian Government has issued further advice on restrictions for groups of up to ten people to participate in physical exercise. Further, all sporting clubs and State Sporting Organisation (SSO's) have been asked to provide a *RETURN TO PLAY* policy outlining recommendations on how Clubs and individuals can ensure that they adhere to the restrictions in place.

Local Councils will determine if an athletics facility will remain open or closed and may require a Club/Management Committee/Venue Operator to provide a *RETURN TO PLAY* policy.

This document outlines recommendations which may be adopted however Clubs/Management Committees/Venue Operators may be required to amend this policy to comply with any requirements issued by Local Council.

As at 25th May 2020, Restrictions now provide groups of up to 10 people outdoors (or people from the same household), plus a coach or the minimum number of support staff reasonably required to manage the activity.

The number of groups permitted at any one time within an athletics track may be determined by the Club/Management Committee/Venue Operator and/or Local Council and enforced by the Safety Officer.

It is recommended that the Club/Management Committee/Venue Operator appoint a Safety Officer who may be on site during opening hours of the venue and can assist with any questions relating to the use of the venue. There are resources available for the Safety Officer to get access to as required.

A Club/Management Committee/Venue Operator and/or Local Council may implement a booking system for groups of no more than ten(10) to conduct training however it is recommended that there is a twenty minute gap between booking times to allow for a group to enter/leave the facility and any cleaning that may be required.

What is clear is that competitions/organised events/time trials/ or any other form of competition is currently NOT PERMITTED.

If a situation is not covered under this policy, it does not automatically mean that it is a permitted activity. Clubs and all individuals are expected to adhere to the restrictions in place.

Athletics Victoria strongly recommends that everyone downloads the COVID 19 app.

If there are any questions about the *RETURN TO PLAY* policy or about a specific activity you can direct your questions to info@athsvic.org.au .

NOTE:- In this document *Venue Operator* means any one of the following:-

- An affiliated Athletics Club that manages and/or controls an athletics track on behalf of a Local Council
- Venue Operator that manages and/or controls an athletics track on behalf of a Local Council
- Management Committee that manages and/or controls an athletics track on behalf of a Local Council or
- A Local Council.



Victorian Government Statement

From 13 May 2020, the Victorian Chief Health Officer has approved community sport and recreation activities that can resume according to the following rules:

- Groups of up to 10 people outdoors (or people from the same household), plus a coach or the minimum number of support staff reasonably required to manage the activity
- Parents and guardians taking children to and from training activities are required to follow the Chief Health Officers' Directions for public gatherings and maintain physical distancing of 1.5 metres.
- If they remain with their children during participation in sport, will be considered part of the group up to 10 people, unless they are formally coaching or instructing the activity.
- No indoor activity – indoor physical recreation facilities must remain closed
- Maintain physical distancing of 1.5 metres wherever reasonably possible
- All activity and training must be non-contact, and no competitions are to take place. Contact sports must be modified so that you can maintain 1.5m distance.
- No outside communal gym, playgrounds or skateparks can be used
- No outdoor or indoor swimming pools can be used
- No use of communal facilities, except for toilets
- If the activity is run by an operator of an indoor physical recreation facility (such as a gym, health club or fitness centre), a personal training facility (indoors or outdoors) or an arena or stadium, then the operator must keep a record of attendees including first name, phone number, date and time of attendance
- Shared equipment that touches the head of face or cannot be effectively cleaned should not be used i.e. soft materials, helmets or clothing
- Hand hygiene, frequent environmental cleaning & disinfection, use of own equipment where possible and minimise sharing of equipment

For more information and to keep up to date please refer to the following links:-

Agency	Online resource
Australian Government Department of Health	https://www.health.gov.au/news/health-alerts/novel-coronavirus-2019-ncov-health-alert
Australian Institute of Sport	https://ais.gov.au/health-wellbeing/covid-19
Australian Health Protection Principal Committee (AHPPC)	https://www.health.gov.au/committees-and-groups/australian-health-protection-principal-committee-ahppc
Victorian Department of Health and Human Services	https://www.dhhs.vic.gov.au/state-emergency
VicHealth	https://www.vichealth.vic.gov.au/
Vicsport	https://vicsport.com.au/
Local Government Victoria	https://www.localgovernment.vic.gov.au/
Other key regulators – e.g., Worksafe Victoria	https://www.worksafe.vic.gov.au/



COACHING PROTOCOLS

- Coaches will play a pivotal role to ensure that the group activity complies with all restrictions.
- Coaches are reminded to:-
 - Structure physical activities that comply with physical distancing; and
 - Remind individuals about the rules in place during the activity.
- Look out for any symptoms such as fever, shortness of breath, coughing and/or high temperature and advise the individual to leave training immediately and seek medical advice. Make sure you advise the Safety Officer who may also discuss an appropriate course of action.
- Remind individuals not to SPIT at any time.
- If an individual is unwell during training (e.g. vomiting) the individual (and coach) will clean any effected area to the best of their ability & Council SDRO will be notified as soon as practicable.

WYNDHAM TRACK & FIELD CLUB'S SAFETY OFFICER

The club will nominate a Safety Officer who can administer and implement the restrictions and recommendations to prevent the transmission of COVID-19, including:

1. Maintaining a Register of Attendees
2. Communication to the membership before, during and after training sessions
3. Overseeing good hygiene practices before, during and after training sessions
4. Have an overarching responsibility to ensure that this *Return to Play* policy is implemented in accordance with DHHS, Commonwealth Department of Health and Athletics Victoria guidelines.





1. HYGIENE

A pre-emptive low-cost intervention like enhanced hygiene measures of participants is key to reducing the transmission of coronavirus (COVID-19). Examples of personal hygiene measures that should be promoted include handwashing and covering mouth and nose with a tissue or sleeve during coughing/sneezing. Advice on cleaning is available from the [Department of Health and Human Services](#) and the [Commonwealth Department of Health](#)

Requirement:-

The Venue Operator must keep a record of attendees including first name, phone number, date and time of attendance

Wyndham Track & Field Club will:

- Maintain a Register of Attendance for every training session.
- The entries will be overseen by a club Safety Officer.
- A new sheet will be available for every session so accurate and UpToDate record will be kept.
- Display signage* put up in equipment shed near sign-in area.
- Hand sanitiser to be made available.
- Soap and paper towels to be available in toilets.
- After training toilets to be checked for general cleanliness.

*Government posters



[Keep that cough under cover](#)



[Good Hand Hygiene](#)



[Keep your distance](#)



2. PHYSICAL CONTACT

Physical distancing decreases the risk of transmission by reducing incidence of contact with other persons through shaking hands, hugging or tackling. The Stay at Home Directions require that participants take reasonable steps to maintain 1.5m distance from all other people

Requirement:-

The Venue Operator must keep a record of attendees including first name, phone number, date and time of attendance

Wyndham Track & Field Club will observe the following protocols during training:

- Athletes must remain at least 1.5m from each other.
- Running side by side in the same lane is not permitted.
- Athletes can run in the next lane provided they remain at least 1.5m apart.
- Warming up will be permitted either on the track or if safe to do so on the infield provided individuals remain 1.5m apart at all times.
- At the end of the session athletes will be encouraged to leave the facility promptly.



3. ARRIVAL AND DEPARTURE OF PARTICIPANTS, OFFICIALS, PARENTS AND CARERS

Physical distancing decreases the risk of transmission by reducing incidence of contact between people. [The Stay at Home Directions](#) currently limit gatherings of groups of people to reduce the risk of people spreading coronavirus (COVID-19). The control of facilities and management of areas where people might gather will reduce the risk of coronavirus (COVID-19) transmission.

Requirement:-

The Venue Operator must keep a record of attendees including first name, phone number, date and time of attendance. All venues appoint a Safety Officer who can administer and implement the restrictions and recommendations to prevent the transmission of COVID-19.

Wyndham Track & Field Club will:

- Groups of up to 10 people outdoors (or people from the same household), plus are permitted to participate in training.
- Athletes will be encouraged to “get in – train – and get out”. Where an individual requires a parent and/or carer then they will be counted as part of the group of ten. It is the responsibility of the Coach to make sure that no more than ten (10) people are in the Group.
- A parent and or carer will not be allowed to become a spectator and wait inside the venue until the conclusion of the activity.
- The Safety Officer will be required to enforce this restriction and where appropriate, advise individuals to leave the venue.



4. SPECTATORS/GATHERINGS

[The Stay at Home Directions](#) currently limit gatherings to groups of 10 people to reduce the risk of people spreading coronavirus (COVID-19). Spectators, and other non-participants watching activities should not attend activities unless they have an essential role, or they are parents and/or guardians. Public gathering limitations apply. Organisations should plan for activities without crowds to prevent the spread of coronavirus (COVID-19).

Requirement:-

The Venue Operator must keep a record of attendees including first name, phone number, date and time of attendance. All venues appoint a Safety Officer who can administer and implement the restrictions and recommendations to prevent the transmission of COVID-19.

Wyndham Track & Field Club will:

- There are to be no spectators at any time within the venue during this period of restrictions.
- Competition and/or organised events are not permitted
- Communicate opening hours, restrictions and options for training and use of equipment and all other relevant information by email to club membership via newsletter.



5. SHARING EQUIPMENT

In combination with good hygiene practices, a similar pre-emptive measure is to promote behaviours such as not sharing drink bottles, towels, and limiting the shared use of equipment. Equipment that touches the head of face or cannot be effectively cleaned (for example, if made from soft materials or clothing) should not be shared. Where sharing equipment cannot be avoided, equipment with smooth surfaces should be cleaned between sessions.

Requirement:-

The Venue Operator must keep a record of attendees including first name, phone number, date and time of attendance. All venues appoint a Safety Officer who can administer and implement the restrictions and recommendations to prevent the transmission of COVID-19.

Equipment may include (but not limited to):-

Javelins	Shot Puts	Discus	Hammers	Hurdles	Starting blocks
Personal training equipment			Exercise/stretching mats		Weights

Wyndham Track & Field Club Safety Officer will oversee the following:

If any implements are used:

- THROWS - Ensure that the equipment is cleaned prior to use and make sure there is limited sharing of equipment.
- HURDLES - Ensure that the equipment is cleaned after use.
- LONG JUMP/TRIPLE JUMP
 - Only one (1) person can use one jumps pits at any given time.
 - Jumps equipment includes measuring tapes, measuring spike, rakes, brooms, run up markers and pins.
 - At the end of training, the sand in the pit must be 'turned over' using a shovel/spade so that the jumping area used is sufficiently aerated so that the pit can be sprayed with cleaning solution before use by the next jumper.
 - All equipment used in or around the jumps pit must be cleaned after use and returned as directed by the Safety Officer.
- POLE VAULT - Not to be used
- HIGH JUMP - Not to be used



6. GROUP/TEAM ACTIVITY

[Restricted Activity Directions and Stay at Home Directions](#) currently limit gatherings to up to 10 people outdoors (plus a coach or the minimum number of support staff reasonably required to manage the activity) which impacts team or group activities.

Requirement:-

The Venue Operator must keep a record of attendees including first name, phone number, date and time of attendance. All venues appoint a Safety Officer who can administer and implement the restrictions and recommendations to prevent the transmission of COVID-19.

Wyndham Track & Field Club Safety Officer will oversee the following:

- Athletes will enter through the main gate & gather at the 100m finish (meeting point) and leave as soon as training session has concluded.
- Coaches and athletes to be attired in club uniform.
- The shelter at the Finish line will be the designated meeting place where athletes will meet and place their belongings and/or possessions without being at risk of unnecessary contact.

Coaches and Safety Officer are required to make sure that there are no more than ten (10) people in one group involved in physical activity at any time.



7. INDOOR ACTIVITIES (Currently prohibited)

The Restricted Activities Direction prohibits the use of indoor facilities such as club rooms, change rooms, and showers. Only toilets can remain open

Requirement:-

The Venue Operator must keep a record of attendees including first name, phone number, date and time of attendance. All venues appoint a Safety Officer who can administer and implement the restrictions and recommendations to prevent the transmission of COVID-19

- Club Room, change rooms are to remain closed.
- Toilets will be open and accessible during advertised training times.
- Toilets will be checked for general cleanliness.
- Soap dispensers/paper towels are to be checked daily and replaced/filled as required.

Notices should clearly show that Club Rooms, Gym Rooms, Weights Rooms REMAIN CLOSED and that TOILETS are open.



8. TRAVEL

To prevent the spread of coronavirus (COVID-19), the Stay at Home Direction restricts travel to participate in sport and recreation activities to day trips only.

Requirement:-

The Venue Operator must keep a record of attendees including first name, phone number, date and time of attendance. All venues appoint a Safety Officer who can administer and implement the restrictions and recommendations to prevent the transmission of COVID-19.

Until 31 July 2020 only current members of Wyndham Track & Field will return to training.



9. HIGH INJURY ACTIVITY

To reduce the strain on Victoria's health and emergency services, common sense should be used in avoiding activities that have a high risk of injury that may result in hospitalisation

Requirement:-

The Venue Operator must keep a record of attendees including first name, phone number, date and time of attendance. All venues appoint a Safety Officer who can administer and implement the restrictions and recommendations to prevent the transmission of COVID-19.

Wyndham Track & Field Club will observe the following protocols during training:

- Athletes must remain at least 1.5m from each other.
- Running side by side in the same lane is not permitted.
- Athletes can run in the next lane provided they remain at least 1.5m apart.
- Warming will be permitted either on the track or if safe to do so on the infield provided individuals remain 1.5m apart at all times.
- At the end of the session athletes will be encouraged to leave the facility promptly.



10. PROTOCOLS

What protocols or processes are in place to ensure participants are free of coronavirus (COVID-19) symptoms?

What protocols do you have in place for people who present to training with symptoms consistent with COVID-19 (fever or respiratory symptoms such as cough, sore throat and shortness of breath)?

Requirement:-

The Venue Operator must keep a record of attendees including first name, phone number, date and time of attendance. All venues appoint a Safety Officer who can administer and implement the restrictions and recommendations to prevent the transmission of COVID-19.

Wyndham Track & Field Club will observe the following protocols during training:

Every person attending the venue will be required to provide their Name, email and contact phone number.

If any person refuses to provide this information, they will not be permitted into the venue.

Prior to coming to the venue athletes will be reminded that :-

If unwell or have the following symptoms:-

- high temperature
- sore throat
- shortness of breath
- fever; and/or
- A cough

do not attend the venue.

If the Safety Officer reasonably believes that you have any of the symptoms, you will be refused entry and/or asked to leave the premises immediately. The Safety Officer will provide your details to the Department of Health for tracing purposes.

Keep your distance. Keep good hand hygiene. Do not attend if you are feeling unwell. Do not spit.

Remember it is up to you to comply with all restrictions in place

If any restrictions are breached, then Athletics Victoria will recommend to Local Councils that venue (s) are immediately closed.



11. COMMUNICATION

Communicating coronavirus (COVID-19) risk mitigation strategies to participants is vital. Setting and promoting expectations for required behaviours prior to recommencing activities will be crucial to ensuring activities are safe to return to and remain free of further restrictions. This includes communicating current restrictions, improved health literacy of participants and social distancing measures.

How will you coordinate and communicate any changes to the directions to your clubs, members and stakeholders?

Requirement:-

The Venue Operator must keep a record of attendees including first name, phone number, date and time of attendance. All venues appoint a Safety Officer who can administer and implement the restrictions and recommendations to prevent the transmission of COVID-19.

The following communication plan will be implemented: -

Athletics Victoria

- Email to current membership database detailing the purpose of the *RETURN TO PLAY* policy and including the current restrictions with appropriate links for further and more detailed information including a link to the *RETURN TO PLAY* policy.
- Email to all Clubs and Specialist Groups with the *RETURN TO PLAY* policy and links to download additional information on the restrictions currently in place; and
- Email to Local Councils containing the *RETURN TO PLAY* policy.

Wyndham Track and Field Club

- Email to current membership database detailing the purpose of the *RETURN TO PLAY* policy and including the current restrictions with appropriate links for further and more detailed information including a link to the *RETURN TO PLAY* policy.
- Email to Wyndham City Council containing the *RETURN TO PLAY* policy.



CLEANING PROTOCOLS

Venue Operator (Wyndham VU Sports Complex) is recommended to have the following supplies available:-

- Disinfectant and cleaning products
- Clean and disposable cloths and cleaning material and
- Rubbish bags and bins

Hand sanitiser is recommended at the entry point to the venue and in each of the toilets with appropriate signage reminding individuals of good hand hygiene.



ATTENDANCE REGISTER – SPORT AUSTRALIA TEMPLATE

Wyndham Track and Field Club Inc

Register of attendees

Activity: Track and Field Training (Winter Season) **Location:** Wyndham VU Sports Complex, Hoppers Lane, Werribee **Date:** 27/06/2020

Arrival time	Departure time	Full name	Phone	Email address	Club	Role	In the previous 14 days, have you: <ul style="list-style-type: none"> • Had any COVID-19 symptoms? • Been in contact with any confirmed/suspected COVID-19 case? • Travelled internationally? 	Downloaded and using COVIDSafe app?



