



COVID-19 SAFETY PLAN

Launceston Church Grammar School

School	Launceston Church Grammar School
School Location	36 Button Street Mowbray
Sport	Basketball, Netball, Badminton
Sport facility type and Location	Indoor Gymnasium
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Version	1
Plan last updated	13/07/20
Adrian Finch is responsible for this document	

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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 Launceston Church Grammar School to support Launceston Church Grammar School and its members and participants in the resumption of SATIS sport.

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 the Launceston Church Grammar School, any facilities it controls, the playing/training behaviour of all members and participants and the monitoring and reporting of the health of attendees at Launceston Church Grammar School 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 Launceston Church Grammar School'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 Launceston Church Grammar School must consider and apply all applicable State and Territory Government and local restrictions and regulations. Launceston Church Grammar School needs to be prepared for any localised outbreak at our facilities, within our competitions or in the local community.

3. Responsibilities under this Plan

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

The Headmaster of Launceston Church Grammar School 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 Headmaster has appointed the following person as the Launceston Church Grammar School 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	Adrian Finch
Contact Email	afinch@lcgs.tas.edu.au
Contact Number	0408 177 728

Launceston Church Grammar School 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 Launceston Church Grammar School.
- Act with honesty and integrity regarding 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 C of the AIS Framework. The Plan outlines specific sport requirements that Launceston Church Grammar School will implement for Level B and Level C of the AIS Framework.

Launceston Church Grammar School 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 COVID Safe Australia

Launceston Church Grammar School 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, Launceston Church Grammar School will consult with relevant authorities to identify criteria for scaling back its COVID-19 prevention actions. Launceston Church Grammar School will also consider which protocols can remain to optimise good public and participant health.

At this time, the Headmaster of Launceston Church Grammar School 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

Sport: Basketball, Netball, Badminton

Area	Plan Requirements (for activities under AIS Framework Level B)	Plan Requirements (for activities under AIS Framework Level C)
Approvals	<p>Launceston Church Grammar School will 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. • Headmaster and SATIS has approved return to training for the school. • Insurance arrangements confirmed to cover training. 	<p>Launceston Church Grammar School will 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. • Headmaster and SATIS has approved return to competition for the school. • Insurance arrangements confirmed to cover competition.

<p>Training Processes</p>	<p>Launceston Church Grammar School will implement the following training processes:</p> <ul style="list-style-type: none"> • Appoint a COVID Safety coordinator who will mark attendance and monitor venue capacity and physical distancing measures. • Emphasise AIS Framework principle of “Get in, train, get out” – arrive ready to train. • Length and scheduling of training sessions to reduce overlap. Min of 15 min gap between groups. • Training to be conducted in small groups (no more than 10 players and/or other personnel in total). • Treatment of shared equipment should be kept to a minimum and sanitise equipment before, during, after sessions, and use of such equipment to be limited. • No contact including high fives/hand shaking, no socialising or group meals. • Defined training areas for each training group, maintaining base density requirement of 4 square metres per person and physical distancing (>1.5 metres). • Separation of entry and exit points to minimize gatherings of players should be considered where possible. • Sanitising stations (2) to be located at each venue, including entry and exit. • No sharing of personal equipment. • Personal hygiene encouraged (e.g. wash hands prior to training, no spitting or coughing). • Where possible for travel arrangements (e.g. physical distancing on public transport, limit carpool/taxi/Uber use). • Specific structure of training sessions: <ul style="list-style-type: none"> – No person to person contact training drills to be conducted. – No more than 10 people to be involved in the drill. For example, one coach, nine players. – Social distancing to be implemented – 1.5m. – 10 people to be in a spacing so that there is no more than 1 person per 4m². Any handling of equipment is to be kept to a minimal. 	<p>Launceston Church Grammar School will implement the following training/competition processes.</p> <ul style="list-style-type: none"> • Appoint a COVID Safety coordinator who will mark attendance and monitor venue capacity and physical distancing measures. • AIS Framework principles – full sporting activity that can be conducted in groups of any size (subject to COVIDSafe Roadmap) including full contact. • For larger teams, maintain some small group separation at training. • Limit unnecessary social gatherings. • Clearly outline the nature of training permitted for each team. • Limit access to treatment from support staff. • 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) • Promote - Avoid coughing where possible and if so, conduct in a discrete manner. • During breaks in play teams to be kept apart and observe social distancing protocols of 1.5m. • Players are to bring their own drink bottles and they are to be clearly labelled. No sharing of drink bottles is to be permitted. • No sharing of personal equipment including whistles. • Training/playing attendance register kept.
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	<ul style="list-style-type: none">– Only essential people are to attend training sessions (i.e. players, coaches, and volunteers involved in operations and one parents/carer of participants).– If training bibs are used, each individual player is to be allocated a bib and each player is required to take the bib home and wash.– Regular breaks are to be provided for the purpose of rehydrating and hand sanitising.– Toilets are to be open for use.<ul style="list-style-type: none">» Restriction on the number of people using the toilets at any one time to apply dependent upon the size of the amenities.» Soap and sanitiser to be available in the toilets always.– Players are to leave the venue in a staged approach, with staggered sessions end-times recommended.• Training attendance register kept.• Player responsibilities:<ul style="list-style-type: none">– Players must not arrive more than 15 minutes prior to training commencing.– Players are to come already prepared to train – changing rooms will not be in use.– Players are to bring their own drink bottles and they are to be clearly labelled. No sharing of drink bottles is to be permitted.– Only one Parent/caregiver is to take their child to training. The parent/caregiver is then encouraged to return to their car or ensure social distancing is observed.– Players are to leave the venue immediately once their training session has concluded.	
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Personal health	<p>Launceston Church Grammar School will implement the following personal health protocols:</p> <ul style="list-style-type: none"> • Graded return to sport to avoid injury, including additional training sessions and or education sessions / advice. • Advice to players, coaches, volunteers to not attend if unwell (including any signs/symptoms of cold, flu, COVID-19 or other illness). • Washing of hands prior to, during and after training and use of hand sanitiser where available. • Avoid physical greetings (i.e. hand shaking, high fives etc.). • Avoid coughing, clearing nose, spitting etc. • Launder own training uniform and wash personal equipment. 	<ul style="list-style-type: none"> • Launceston Church Grammar School will implement the following personal health protocols: • Requirements continue from Level B.
Hygiene	<p>Launceston Church Grammar School will implement the following hygiene protocols to support training:</p> <ul style="list-style-type: none"> • Ensure spaces at each facility, surfaces and objects are regularly cleaned with disinfectant. • Provide hand washing guidance to all participants and volunteers http://www.who.int/gpsc/clean_hands_protection/en/ • Promote regular and thorough hand washing by volunteers and participants. • Provide sanitising hand rub dispensers in prominent places around the venue at entry and exit points. • Ensure sanitising hand rub dispensers are regularly refilled. • Ensure soap dispensers in toilets are regularly refilled. • Ensure bins are provided around the venue. 	<p>Launceston Church Grammar School will implement the following hygiene protocols to support training:</p> <ul style="list-style-type: none"> • Hygiene and cleaning measures to continue from Level B. • Two prominent hand sanitising stations will be located in the gymnasium on entry and exit points. • All Launceston Church Grammar School teams issued with a team hygiene kit, including hand sanitiser, disinfectant, and wipes.

Communications	<p>Launceston Church Grammar School will implement the following communications plan to ensure effective communication to players, coaches, members, volunteers, and families:</p> <ul style="list-style-type: none"> • Players, coaches and volunteers will be briefed on return to training protocols including hygiene protocols through newsletter, letter, email, Facebook post and reinforcement of hand washing and general hygiene etiquette. • Endorsement of government COVID Safe app and strongly recommend all players, coaches, members, volunteers, and families to download and use app. • Good personal hygiene practices in and around training sessions and in School facilities will be promoted via posters in bathrooms and signs on fences of sporting grounds. • Students and families informed of access to mental health and wellbeing counselling services at the school. 	<p>Launceston Church Grammar School will implement the following communications plan to ensure effective communication to players, coaches, members, volunteers, and families:</p> <ul style="list-style-type: none"> • Players, coaches and volunteers will be briefed on return to training protocols including hygiene protocols through newsletter, letter, email, Facebook post and reinforcement of hand washing and general hygiene etiquette. • Endorsement of government COVID Safe app and strongly recommend all players, coaches, members, volunteers, and families to download and use app. • Good personal hygiene practices in and around training sessions and in School facilities will be promoted via posters in bathrooms and signs on fences of sporting grounds. • Students and families informed of access to mental health and wellbeing counselling services at the school.
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Part 2 – Facility Operations

Facility Name: Gymnasium

Type of facility (indoor/outdoor): Indoor

Area	Plan Requirements (for activities under AIS Framework Level B)	Plan Requirements (for activities under AIS Framework Level C)
Approvals	<p>Launceston Church Grammar School must obtain the following approvals to allow use of school 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. • Headmaster and SATIS has approved plan for use of school facilities. • Insurance arrangements confirmed to cover facility usage. 	<p>Launceston Church Grammar School must obtain the following approvals to allow use of school 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. • Headmaster and SATIS has approved plan for use of school facilities. • Insurance arrangements confirmed to cover facility usage.
Facilities	<p>Launceston Church Grammar School will implement the following specifics of how the facilities should operate after a sport-specific structured risk assessment is undertaken:</p> <ul style="list-style-type: none"> • The Gymnasium is available during Level B restrictions subject to social distancing protocols • School toilets are open. • Hygiene and cleaning protocols implemented: <ul style="list-style-type: none"> – Ensure spaces, surfaces and objects are regularly cleaned with disinfectant. – Provide sanitising hand rub dispensers in prominent places around the venue at entry and exit points. – Ensure sanitising hand rub dispensers are regularly refilled. – Ensure soap dispensers in toilets are regularly refilled. 	<p>Launceston Church Grammar School will implement the following specifics of how the facilities should operate after a sport-specific structured risk assessment is undertaken:</p> <ul style="list-style-type: none"> • Return to full use of School facilities, including change rooms and common spaces, subject to social distancing protocols. • 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.

	<ul style="list-style-type: none"> – Ensure bins are provided around the Gymnasium. • Provision of appropriate health and safety equipment, Personal Protective Equipment (PPE) and personal hygiene cleaning solutions. 	
Facility access	<p>Launceston Church Grammar School will implement the following facility access protocols:</p> <ul style="list-style-type: none"> • Appoint a COVID Safety coordinator who will mark attendance and monitor capacity and physical distancing measures. • Restrictions on facility access to limit anyone who has: <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 or who is a high health risk (e.g. due to age or pre-existing health conditions). – Travelled internationally in the previous 14 days. • Attendance at School facilities: <ul style="list-style-type: none"> – only essential participants should attend to minimise numbers. – not more than one parent/carer to attend with children. – 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). • Detailed attendance register to be kept. 	<p>Launceston Church Grammar School will implement the following facility access protocols:</p> <ul style="list-style-type: none"> • Appoint a COVID Safety coordinator who will mark attendance and monitor each capacity and physical distancing measures. • Continue Level B protocols as appropriate. • Attendance at School facilities: <ul style="list-style-type: none"> – 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). • The Gymnasium will have managed access including separate entry/exit points, managed traffic flows, stagger arrival/departure times. • Non-essential personnel to be discouraged from entering toilet/change rooms. • Physical distancing protocols including use of zones in change rooms by use of physical zone indicators. • Discourage face to face meetings where possible, restricting site visitors, deferring, or splitting up large meetings. • Detailed attendance register to be kept.
Hygiene	<p>Launceston Church Grammar School will implement the following hygiene protocols to ensure regular sanitisation and cleaning of School facilities:</p> <ul style="list-style-type: none"> • Any safe hygiene protocols distributed by national/state sporting body or local association that will be adopted by School including: <ul style="list-style-type: none"> – Availability of hand sanitiser stations at entry/exit points to the Gymnasium. – Maintenance of sanitising stations, and protocols around sanitising shared equipment, washing of own uniforms. – Increase regular cleans and frequent wiping of high touch surfaces. 	<p>Launceston Church Grammar School will implement the following hygiene protocols to ensure regular sanitisation and cleaning of School facilities:</p> <ul style="list-style-type: none"> • Continue hygiene and cleaning measures as per Level B. • No sharing of personal equipment including whistles. • Two prominent hand sanitising stations will be located in the Gymnasium at the entry and exit points. • All Launceston Church Grammar School teams issued with a team hygiene kit, including hand sanitiser, disinfectant, and wipes.

	<ul style="list-style-type: none"> – Displaying posters outlining relevant personal hygiene guidance. – Avoiding shared use of equipment. – Provide suitable rubbish bins with regular waste disposal. 	
Management of unwell participants	<p>Launceston Church Grammar School will implement the following protocols to manage unwell participants at a School activity:</p> <ul style="list-style-type: none"> • Isolation/medical requirements for all players, members, volunteers, and their families at the onset of any symptoms including school facilities that can be used to manage symptomatic participants. • Training of volunteers/school management on treatment of symptomatic participants and disinfecting of facilities used by such participants. • Notification protocols for notifying public health authorities and other attendees of symptomatic participants. 	<p>Launceston Church Grammar School will implement the following protocols to manage unwell participants at a School activity:</p> <ul style="list-style-type: none"> • Measures as per Level B.
School responsibilities	<p>Launceston Church Grammar School will oversee:</p> <ul style="list-style-type: none"> • Ensure venue and equipment is cleaned as per requirements. • Have a COVID Safety Coordinator/Hygiene Officer who will mark attendance and monitor venue capacity and physical distancing measures. • Provide hand sanitiser on entry/exit to the Gymnasium. • Display COVID Safe resources and education material regarding physical distancing and hygiene practices. 	<p>As per Level B for training and competition.</p>