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| Task | Check if Completed | Notes |
| Gain approval from your Principal to return to appropriate SATIS rosters for your school |  |  |
| Appoint a COVID Safety Officer for your school (you may require more than one) |  |  |
| Appoint a Hygiene Officer for your school (you may require more than one) |  |  |
| Develop a COVID Safe Plan for each sport  |  |  |
| Develop a COVID Safe Plan for each venue |  |  |
| Liaise with TIC/PIC of each sport at your school |  |  |
| Liaise with Delegates from other participating schools |  |  |
| Inform Parents/spectators of requirements |  |  |
| Inform Students of requirements |  |  |
| Inform coaches, managers, officials of requirements |  |  |
| Liaise with outside contractors for venue hire, transport hire, equipment hire etc |  |  |
| Submit your school’s COVID safety plans to the SATIS Administrative officer prior to the commencement of competitions |  |  |
| Provide opportunities for Training and Education in the area of COVID safety |  |  |
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