

Northern Tablelands Orienteering Club

COVID-19 SAFETY PLAN

GUIDANCE FOR ORGANISERS - RISK MANAGEMENT

The purpose of this COVID-19 Safety Plan is to keep participants at orienteering activities safe and help prevent the spread of COVID-19. The Plan provides guidance for organisers and helps them meet their legal and ethical obligations.

COVID-19 has not been banished. We are all responsible for physical distancing, hand hygiene, covering coughs and staying home when ill. Orienteering events can attract people from a wide geographic area and from a wide range of age groups. If COVID-19 spreads at an orienteering event, it could be a significant problem for the health system.

Orienteering training sessions and competitions are permitted, provided they are conducted in a public outdoor location and have no more than 500 participants in total. Participants include competitors, people training, officials, coaches, family members who are not competing and other attendees.

Principles

In addition to the Organisers Rules in the ONSW Manual, event and training session organisers must do the following.

1. Encourage or direct people at the event or training session to comply with the separate Guidance for Participants document. If necessary, the organiser can cancel the event and order people at the assembly area to leave; an event organiser may delegate these responsibilities to other volunteers.
2. Minimise the risk of close contact between orienteers, officials and volunteers and eliminate as far as possible multiple people touching a surface.
3. Be able to access all competitor and officials contact details after the event (to assist contact tracing if needed).
4. Do not accept entries from people whose address is in a region from which travel to the event is prohibited by Government.
5. Ensure volunteers are briefed and comfortable about performing their role and receive the protection from contagion being provided.

Development of an event or training session specific COVID-19 Safety Plan

Where there are more than 20 participants at an orienteering event or training session, the event organiser must prepare and follow a COVID-19 Safety Plan.

The event or training session COVID-19 Safety Plan should be based on the ONSW COVID-19 Safety Plan with amendments pertaining to the event or session. The part of the Plan for Participants must form part of the event entry information. The full plan must be available at the event/session and/or on the event/session website, Eventor page or email invitation.

The Plan prepared by the organiser must be signed off by the NTOC Public Officer, Maurice Anker.

COVID-19 adjustments to orienteering event and training session management

a) Orienteering is permitted provided there are no more than 500 people participants. The organiser must have a strategy to minimise co-mingling of participants. This could include:

- ensuring groups of orienteers at the assembly area and start are spread out over a wide area;
- separating competitors yet to start from those who have finished;
- requiring people from different clubs not to mix in the assembly area;
- splitting an event into two or more time brackets.

Where events are part of a series, the method used should be the same for each event in the series.

b) No events that encourage head-to-head racing, eg no mass start or winner is the first across the finish line events (such as knock out sprints or chasing starts).

c) Event assembly must be entirely outdoors. The computer download, timing equipment, etc may be under an open shelter or veranda for protection.

d) Group entries are allowed. Only one person enters, but all members of the group must be registered.

e) Contactless registration/entry only. The entry process must capture all attendees' contact details. Name, email and addresses are compulsory. Phone numbers and emergency contact details are recommended. Entry using Eventor is recommended. Entry should be refused for someone who does not provide required contact details or who is breaking Government COVID-19 travel restrictions.

Details of organisers, parents, young children who do not compete at an event must be recorded. If using Eventor, this could be in a separate Non-Competitors' class. If entries are taken by means other than Eventor, participants contact details must be retained for a period of at least 28 days.

f) No drinks controls or water at start or finish for competitors.

g) Food or drink must not be sold or supplied at an event or training session.

h) Ask competitors to bring their own hand sanitisers.

i) Provide hand washing and sanitising facilities at the assembly area and toilets. If competitors are likely to finish the event with visibly dirty hands, they should be encouraged to bring extra water and soap. Hand sanitisers are less effective if the dirt is not washed off.

j) Brief event officials on how to practice good hygiene and make it easy for event officials and attendees to practice good hygiene.

k) Provide pre-entry refunds to those that absent themselves for COVID-19 related health or travel reasons.

l) No key boxes.

m) Control descriptions printed on the map only or printed by participants prior to the event preferred.

n) Contactless punching is preferable followed by traditional SPORTident punching. SI units should be firmly affixed to a solid object such as a post, to avoid the need for competitors to touch the unit.

No pin punch only controls. If manual control cards are used then participants should supply their own pen or pencil and organisers should not check the cards.

- o) No results display at events – make results available in real time on phones or and/publish results ASAP after events.
- p) No presentations at events.
- q) Maps will be kept by competitors following finish at all events.
- r) Event organisers should provide some protective equipment, cleaning materials and disinfectant for event officials and brief officials about hygiene and physical distancing requirements for both competitors and themselves. Officials should wear gloves when cleaning and wash hands thoroughly before and after with soap and water.
- s) Used rental SI sticks and compasses should be cleaned and disinfected between uses/events.
- t) First aid boxes should have both examination gloves and masks (resuscitation, medical). There is some advice available for first aiders, eg Australia Wide First Aid, Australian Resuscitation Council. If someone is unwell and displaying respiratory symptoms (cough, sore/scratchy throat, fever or shortness of breath) they should be directed to go home, preferably with whoever they travelled to the event or session with. If appropriate, an ambulance should be called.
- u) There must be at least 1.5m distance between people, other than small children and family members they live with: at assembly areas, starts and finishes. Assembly areas, starts and finishes must be large enough to meet the Government's requirements of no more than one person per four square metres of ground space. Coaches and instructors need to bear this in mind when preparing to, and delivering, coaching –especially when participants are learning how to read a map.
- v) Consult with land owners and follow any instructions they might have. Co-operate with NSW Health if you are contacted by it.
- w) Event organisers planning meetings should be held by telephone or video platforms where this is practicable.

Event organisers should draw attendees' attention to these Risk Management points at the event. They should also provide information in advance about the personal hygiene facilities available at the event to help people in make an informed decision as to whether to attend.

Vulnerable individuals

Vulnerable individuals include: para-athletes, people with concurrent medical conditions, individuals over 70 years of age, carers for or a household contact of a vulnerable person, athletes with suboptimal access to medical care (e.g. remote) and Aboriginal and Torres Strait Islander Communities.

Vulnerable people should be:

- given a start window that would enable them to optimise their physical distancing when there would be fewer people around.
- catered for by having start and finish that is geographically separated from the areas where other competitors will congregate.