



COVID-19 SAFETY PLAN

Eastern Cycling Club (ECC)

Association – AusCycling Victoria

Club	Eastern Cycling Club (ECC)
Course/Competition Locations	Metec Driving Training Centre (Kilsyth), Casey Fields (Cranbourne), The Loop (Kew Boulevard), Dunlop Road (Mulgrave), Bayswater, Bazelgette Drive (Dandenong South), Rocco Drive (Scoresby), Garfield, Gruyere, Jindivik, Seymour, Thornton, Yarra Glen.
Club Facility Location	Not applicable
Club President	Dean Nicklasen - ECC
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Contact Mobile Number	0419 561 291
Version	V7 – 2 March 2022
Dale Walton is responsible for the preparation of 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 Eastern Cycling Club and its members and participants in the continuation of community sport and club activities whilst living with Covid-19 (Covid Normal).

The arrangements set out in this Plan are intended to prevent the transmission of COVID-19 among members, participants, coaches, officials, administrators/volunteers, and spectators. The Plan provides the framework to govern the general operation of the Eastern Cycling Club, any facilities it controls &/or uses, the playing/training behaviour of all members and participants and the monitoring and reporting of the health of attendees at Eastern Cycling Club facilities &/or other facilities used by Eastern Cycling Club.

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

The Plan accepts as key principles that:

- The health and safety of members, participants, coaches, officials, administrators/volunteers and visitors, is the number one priority;
- Members, participants, coaches, officials, administrators/volunteers need to be engaged and briefed on Eastern Cycling Club's sporting 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;
- At every stage in the continuation of regular sporting operations Eastern Cycling Club must consider and apply all applicable State and Territory Government and local restrictions and regulations. Eastern Cycling Club needs to have consideration for the ongoing changes to Covid-19 safety principals for the protection of all event attendees as the community learns to 'Live with Covid-19'.

3. Responsibilities under this Plan

Eastern Cycling Club retains the overall responsibility for the effective management and implementation of sport activities and operations outlined in this Plan.

The Committee of Eastern Cycling Club 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 persons as the Eastern Cycling Club COVID-19 Safety Coordinator's to execute the delivery of the Plan and to act as a point of contact for information relating to this Plan:

Name	Dale Walton
Contact Email	covidsafety@easterncycling.com
Contact Number	0409 943 663

First Aid Officers (FAO) - Shelly Timson – 0408 483 547 – shellyt@live.com.au

Eastern Cycling Club 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 Eastern Cycling Club;
- 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. Sport Arrangements

As at the date of this Plan, the general population in Victoria has a high level of double vaccination with third 'Booster shots' being administered throughout the general population. Restrictive regulations are minimal and the community is learning to live with Covid-19. Previous levels A & B associated with community lockdowns as previously detailed in the AIS return to sport are no longer considered appropriate tools to fight the pandemic.

The Plan outlines specific sport requirements that Eastern Cycling Club will implement for Level C (Covid Normal) consistent with community expectations and current regulations.

4.1 Framework Arrangements

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

Eastern Cycling Club 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 etc.

4.2 RoadMap to a CovidSafe Australia

Activities	Level A: <i>Not applicable</i>	Level B: <i>Not Applicable</i>		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. (density 4m ²).	`Covid Normal` No restrictions on community sport.

5. Recovery

As public health &/or government regulations are reduced in the local community, Eastern Cycling Club will consult with relevant authorities to identify criteria for scaling back its COVID-19 prevention actions. Eastern Cycling Club will also consider which protocols can remain to optimise good public and participant health.

At this time the Committee of Eastern Cycling Club will consult with key stakeholders to review the delivery of its 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 Framework Level B)	Plan Requirements (Level C - Covid Normal operations)
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>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/competition 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. • Permits where necessary
Training Processes	<ul style="list-style-type: none"> • Club members shall “Get in, train, and get out” – arrive ready to train. • Length and scheduling of training sessions to reduce overlap. • Maximum group size (and for team meetings) shall be consistent with current state regulations. • Drafting within 10 metres of a rider in front is not permitted. • Riders may ride two abreast at 1.5metres apart (minimum). • No personal contact including high fives/hand shaking, no socialising or group meals). • Defined indoor training areas for each training group, maintaining base density requirement of 4 square metres per person and physical distancing (>1.5 metres). • Minimum One hand sanitising station per defined indoor training area. 	<ul style="list-style-type: none"> • Training can be conducted in groups of any size. • Observe social distancing rules at post-training social gatherings. • Minimum One hand sanitising station per defined indoor training area. • Personal hygiene strongly encouraged including washing hands prior to training, no spitting, sneezing into bent elbow.

	<ul style="list-style-type: none"> • Shared (public) equipment to be sanitised before and after sessions. The use of such equipment to be limited where possible. • No sharing of personal equipment. • Personal hygiene strongly encouraged including washing hands prior to training, strictly no spitting, avoid coughing, sneezing into bent elbow. • Club members shall consider physical distancing on public transport, limit car pool/taxi/Uber use when attending training sessions. • Training attendance register shall be kept for official training sessions. 	
Personal health	<ul style="list-style-type: none"> • Members are encouraged to undertake a graded return to training to avoid injury. • Club members (including family members and/or spectators) are not to attend training if unwell (including any signs/symptoms of cold, flu, COVID-19). • ECC encourages all members (in particular those with pre-existing health concerns), or those at higher risk of illness, to consider their own personal health and that of others before choosing to attend a race &/or social event. • Members shall wash hands prior to, and after each training session. • 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"> • Club members (including family members and/or spectators) are not to attend race or post- race events if unwell (including any signs/symptoms of cold, flu, COVID-19). • ECC encourages all members (in particular those with pre-existing health concerns), or those at higher risk of illness, to consider their own personal health and that of others before choosing to attend a race &/or social event. • Members are encouraged to wash hands before each race session in particular prior to accessing food &/or drinks facilities. • Avoid physical greetings (i.e. hand shaking, high fives etc.). • Avoid coughing, clearing nose, spitting etc.
Hygiene	<ul style="list-style-type: none"> • Shared equipment shall be sanitized after each training session. • Minimum of one hand sanitising station per defined indoor training area shall be provided. Hand sanitiser shall be between 60-80% alcohol content. A wash basin with soap & access to running water should be used at toilets, & may be substituted for hand sanitiser if required &/or preferred. 	<ul style="list-style-type: none"> • A separate container labelled `Used Helmet Covers` shall be made available post-race to allow riders to dispose of their used helmet covers. • Minimum of one hand sanitising station shall be located at the Registration Desk, Mobile &/or fixed toilet (Min one each for both male & female toilets), food and drink area, and the club trailer. Hand sanitiser shall be between 60-80%% alcohol content. A wash basin with soap & access to access to running water shall be used in toilets, and may be substituted for hand sanitiser if required &/or preferred.
	<ul style="list-style-type: none"> • The Committee or Pandemic Safety Co-ordinator will communicate relevant information to all members & volunteers on training protocols adopted in the Covid-19 Safety Plan including the reinforcement of hand 	<ul style="list-style-type: none"> • Periodically, The Referee, Pandemic Safety Officer or committee member shall communicate relevant information to all members & volunteers on racing protocols adopted in the Covid-19 Safety Plan

	<p>washing, general hygiene etiquette and potential temperature checks upon arrival, via ECC Newsletter, ECC Face book Page, email, ECC web page & Team App as deemed appropriate.</p> <ul style="list-style-type: none"> • Club members are encouraged to download and use the government COVIDSafe app. • Laminated A4 information sheets shall be located at the registration desk, club trailer (where present), & relevant toilet at each event highlighting hand washing, general hygiene etiquette, &/or other specific requirements such as gloves or protective equipment required. • If members are feeling the effects of reduced mental health or suspect a fellow rider is, ECC encourages club members to : <ul style="list-style-type: none"> - Contact Beyond Blue – Beyondblue.org.au – 1300 22 4636 - Contact Lifeline – Lifeline.org.au – 13 11 14 - Contact their local GP - Talk to a fellow club rider &/or friend - Ask `R U OK? ` 	<p>including the reinforcement of hand washing, general hygiene etiquette, potentially at pre-race briefing, & generally via ECC Newsletter and at electronic race entry via the Entryboss system.</p> <ul style="list-style-type: none"> • If members are feeling the effects of reduced mental health or suspect a fellow rider is, ECC encourages club members to: <ul style="list-style-type: none"> - Contact Beyond Blue – Beyondblue.org.au – 1300 22 4636 - Contact Lifeline – Lifeline.org.au – 13 11 14 - Contact their local GP - Talk to a fellow club rider &/or friend • Ask `R U OK? `
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Part 2 – Facility Operations

Area	Plan Requirements (for activities under Framework Level B)	Plan Requirements (for activities under Framework Level C)
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. • Police & relevant authorities` permits where necessary.

Facilities	<p>Shared facilities not to be used except for:</p> <ul style="list-style-type: none"> - Toilets & Sanitiser Stations - Water Fountains • Showers & change rooms remain closed. • Food services remain unavailable. • Gloves, sanitisers, detergents, wipes and associated materials to be available for use as considered necessary. 	<ul style="list-style-type: none"> • Full use of facilities. • Full hygiene & cleaning protocols apply.
Facility access	<ul style="list-style-type: none"> • Attendance numbers should not exceed government allowances (COVIDSafe Roadmap maximum gatherings: Step 1 (10 people), Step 2 (20 people). • Access is restricted those intending to train, including the minimal amount of officials, marshals &/or volunteers required to run the training session. • Spectators, friends &/or family are not permitted. • Riders should turn up ready to ride, get in, train and get out. • Riders shall not congregate in groups, &/or stay on the site after completion of the training session. • Access will be restricted to anyone who has: <ul style="list-style-type: none"> - Resided in, or visited a designated 'Hot Spot' in the previous 14 days (Transit only through a national hot spot is exempt). - COVID-19 or has been in direct contact with a known case of COVID-19 in the previous 14 days. - Cold or Flu-like symptoms. • 1 A4 flyer to be placed at the sites entrance stating: <ul style="list-style-type: none"> - STOP! If you are experiencing cold or flu like symptoms, &/or if in last 14 days you have either been in contact with any confirmed/suspected COVID-19 case, travelled internationally, resided in, or visited at designated hot spot (Transiting only through a national hot spot is exempt), you are NOT permitted to enter this facility or event and must leave the site immediately. • The following <u>pre-training arrival procedures</u> shall be followed. Upon arrival, all attendees shall: <ol style="list-style-type: none"> 1. Immediately have their attendance recorded 	<ul style="list-style-type: none"> • No restriction on attendance numbers • Access will be restricted to anyone who: <ul style="list-style-type: none"> - Has COVID-19 - Is deemed a 'Close Contact' of a person with Covid-19. - Is experiencing Cold or Flu-like symptoms - Is not double vaccinated • The following <u>pre-race arrival procedures</u> shall be followed. Upon arrival, all attendees shall: <ol style="list-style-type: none"> 1 Have their vaccination status checked – No Vax No Entry 2 Immediately have their attendance recorded with the race entry registration official. 3. Wash / sanitize hands (in particular, prior to handling any shared facilities). 4. Enter race & obtain race number (if racing). 5. Vacate the entry / registration area immediately to maintain social distancing and minimise overlap with other entrants/attendees. • The following <u>post-race procedures</u> shall be followed by all riders: <ul style="list-style-type: none"> - All riders will be expected to exercise 1.5m social distancing at all times. • Attendees shall observe physical distancing requirements (>1.5 metres) including post-race presentations and podium separation distances. • Any spectators should observe physical distancing requirements (>1 density requirements (one person per 4 square metres). Members remain responsible for friends/relatives adherence to requirements.

	<p>2. Vacate the attendance record area immediately and commence training.</p> <ul style="list-style-type: none"> The following post-training procedures shall be followed by all riders: <ol style="list-style-type: none"> Riders shall leave the facility immediately training has been completed. 	<ul style="list-style-type: none"> Non-essential personnel are prohibited from entering the registration area. Max. Four officials in an indoor registration area at any one time. A detailed attendance register shall be kept as either: <ul style="list-style-type: none"> Part of the race entry list with mobile number of riders, marshals and volunteers etc (Preferred) or; Physical written attendance register or; Online registration list, plus details of other attendees; A combination of all of the above. 2 volunteers (1 cook & 1 food handler) should be available when food services are being offered to avoid multiple people handling food or food containers. Food service volunteers to wear gloves at all times. Refer 'Race Day Procedures' for further requirements regarding procedures for Marshals, Volunteers &/or officials.
Hygiene	<ul style="list-style-type: none"> Manual pump, hand washing stations shall be located at: <ul style="list-style-type: none"> The attendance register Manual hand pump sanitiser kits to consist of minimum One 500ml bottle pump action sanitiser dispenser with between 60-80% alcohol content Hand washing stations shall be located at: <ul style="list-style-type: none"> Each male & female toilet facility or Unisex toilet facility &; Hand wash stations shall consist of 1 bottle of liquid soap & access to running water. Minimum One cleaning kit shall be provided: <ul style="list-style-type: none"> Specifically for the club trailer if in attendance; Cleaning kits shall consist of minimum 1 bottle of disinfectant spray or solution (or Bleach & Water mix at 10ml household bleach for every 490ml of water) plus 1 regular kitchen wipe & 1 pair rubber or other gloves as required. Minimum One 'Simple Ways To Stop The Spread' signage/flyer will apply at the attendance register. Helmet covers shall not be used Race numbers shall not be used 	<ul style="list-style-type: none"> Automatic hand sanitiser stations shall be located at: <ul style="list-style-type: none"> The race entry registration desk (Stand) &; Automatic hand sanitiser kits to consist of One touch-free automatic hand sanitiser dispenser with between 60-80% alcohol content Manual pump, hand washing stations shall be located at: <ul style="list-style-type: none"> Each food & drink serving area Within the trailer for marshal use Manual hand pump sanitiser kits to consist of minimum One 500ml bottle pump action sanitiser dispenser with between 60-80% alcohol content Hand washing stations shall be located at: <ul style="list-style-type: none"> Each male & female toilet facility or Unisex toilet facility &; Hand wash stations shall consist of 1 bottle of liquid soap & access to running water. Minimum One cleaning kit shall be provided: <ul style="list-style-type: none"> Specifically for the club trailer &; At the race entry registration desk for general cleaning/wiping etc; At each food/drink serving area. Cleaning kits shall consist of minimum 1 bottle of disinfectant spray or solution (or Bleach & Water mix at 10ml household bleach for

	<ul style="list-style-type: none"> The wearing of face masks will be as per government requirements at the time. 	<p>every 490ml of water) plus 1 regular kitchen wipe & 1 pair rubber or other gloves as required.</p> <ul style="list-style-type: none"> Minimum 1 rubbish bin shall be provided at each event. Helmet covers &/or Marshal/Volunteer vests shall be laundered after each race, & where: <ul style="list-style-type: none"> (If moist after use due to rain or sweat etc) prior to their next use. The wearing of face masks will be as per government requirements at the time.
Management of unwell participants	<ul style="list-style-type: none"> Should a person be experiencing cold or flu like symptoms: <ul style="list-style-type: none"> Such persons shall not be permitted to enter a club event or facility. (If presented, but not having already entered the site &/or event), they shall not be permitted to enter the site, race &/or event & will be asked to leave the premises immediately if medically able to do so. The duty First-Aid Officer, &/or The Pandemic Safety Officer (PSO) &/or a committee member shall advise the relevant member to self isolate and arrange a COVID-19 test immediately. The PSO shall remain in regular contact with the member until a negative result has been obtained. Should a positive result be obtained, the PSO shall notify the ECC committee immediately. The committee shall notify all club members of the positive test, advising active members to undertake a COVID-19 test, and to self isolate until a negative test result has been obtained or further instructions are obtained from the DHHS. All competition, training and events shall cease until approval to re-commence is obtained by the relevant public health authorities. (If having already entered the site &/or event), they shall be isolated from other club members (by the duty First Aid officer) to determine if/what further assistance is required. (I.e. Are they able to leave the premises on their own or do they require travel &/or medical assistance etc) The First Aid Officer (FAO) or PSO shall advise the member to self isolate and arrange a COVID-19 test immediately. The PSO shall remain in regular contact with the member until a negative result has been obtained. If a positive test result is confirmed, the relevant procedure as noted above will apply. 	<ul style="list-style-type: none"> Should a person be experiencing cold or flu like symptoms: <ul style="list-style-type: none"> Such persons shall not be permitted to enter a club event or facility. (If presented, but not having already entered the site &/or event), they shall not be permitted to enter the site, race &/or event & will be asked to leave the premises immediately if medically able to do so. The duty First-Aid Officer, &/or The Pandemic Safety Officer (PSO) &/or a committee member shall advise the relevant member to arrange a COVID-19 RAT test immediately and isolate until symptom free. Should a positive result be obtained, the PSO shall notify all club members in attendance of the positive test, advising active members to monitor for symptoms, and avoid further participation in ECC events if experiencing symptoms. (If having already entered the site &/or event), they shall be isolated from other club members (by the duty First Aid officer) to determine if/what further assistance is required. (I.e. Are they able to leave the premises on their own or do they require travel &/or medical assistance etc) The First Aid Officer (FAO) or PSO shall advise the relevant member to arrange a COVID-19 RAT test immediately and isolate until symptom free. Should a positive result be obtained, the PSO shall notify all club members in attendance of the positive test, advising active members to monitor for symptoms, and avoid further participation in ECC events if experiencing symptoms. They shall not enter or volunteer at a club event.

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>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 club racing activities and maintaining an up-to-date log of attendance. • Coordination of Level C competition operations. • Operation of the club's facilities in support of all Level C competition activities in accordance with this Plan.
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Part 3 – Variations to Race Track Procedures

The following itemised points are race track specific variations and may be substituted for Part 2 – Facility Operations to the discretion of the duty Referee.

Area	Plan Requirements (for activities under AIS Framework Level B)	Plan Requirements (for activities under AIS Framework Level C)
Facility Access Wednesday Racing at: Kew Boulevard (The Loop) 10:15am	<ul style="list-style-type: none"> • No variation 	<ul style="list-style-type: none"> • The following <u>pre-race arrival procedures</u> shall be followed by all attendees: <ol style="list-style-type: none"> 1. Riders shall record their attendance at the open registration desk directly with the referee. 2. (\$4-\$5) Entry fees shall be paid in gold coin denominations or single \$5 note, directly into one of two allocated cash floats. NO CHANGE TO BE GIVEN. 3. Riders shall vacate the registration area immediately to maintain social distancing and minimise overlap with other entrants. • The following <u>post-race procedures</u> shall be followed by all attendees: <ol style="list-style-type: none"> 1. Riders & marshals shall vacate the race track as quickly as possible. • A visible attendance register with the following notation may substitute the required A4 flyer being placed at the sites entrance stating: • The referee is to personally record all attendees details on the attendance register to create a totally contactless race day procedure.

Hygiene Wednesday Racing at: Kew Boulevard (The Loop) 10:15am	<ul style="list-style-type: none"> No variation 	<ul style="list-style-type: none"> As Wednesday racing is contactless, a hand sanitiser station is not required, but may be provided at the discretion of the duty referee. Nearby facilities including toilets and wash basins at Studley Park Boat House (& public park area) shall be utilised by riders where required to meet hygiene standards.



Attendance Register ^{v7}

STOP! You must be vaccinated against Covid-19 to enter this event. If you are experiencing cold or flu like symptoms, or if you are deemed a close contact, you are NOT permitted to enter this event and must leave the site immediately.

Location: _____ Date: _____ PSO: _____

Full name	Phone	Email address	Club	Rider (R) / Spectator (S)

Note: Attendance information is collected in accordance with the ECC Privacy Policy.

This attendance register shall be added to, & read in conjunction with the corresponding `On-line` registration list for the same race day or training session.

[illegible]

Note: Attendance information is collected in accordance with the ECC Privacy Policy.

Summary of race day procedures

V7 - 2 March 2022

COVID-19 requirements

Note: All attendees must be vaccinated against Covid-19 – No Vax No Entry.



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1. PRE-RACE

All Riders & Attendees :

Upon arrival, ALL ATTENDEES shall:

1. Immediately have their attendance and contact details recorded with the race entry registration official.
2. Enter race & obtain race number (if racing)
3. Immediately vacate the entry / registration area to maintain social distancing requirements, and to minimise overlap with other participants / attendees.
4. Adhere to standard 1.5m social distancing requirements at all times when not racing.

Duty Marshals & Volunteers:

- All Marshals & volunteers are to exercise 1.5m social distancing at all times.

2. POST-RACE

Riders:

- Riders shall return their used helmet covers into the container labelled '**USED HELMET COVERS**'.
- All Riders are encouraged to wash/sanitize their hands (in particular) if intending to purchase food or handle the drinks cooler (where available).
- All riders will be expected to exercise 1.5m social distancing at all times.

Post-Race Presentations:

- All attendees will be expected to exercise 1.5metre social distancing at all times.
- Podiums shall be placed at 1.5 metre spacing.
- *Mask wearing shall be as per government requirements at the time.*

Duty Marshals:

- Ready the trailer for next race meeting including:
 - Ensure the current Covid-19 Safety Plan is available (Purple folder)

Food & Beverage:

- **BBQ** - Two volunteers (One cook & One handler) shall be available when food services are being offered to avoid multiple people handling food or food containers. Food service volunteers to wear gloves at all times.
- **Drinks** - A gloved volunteer to solely handle drinks and money transactions is preferred. Where a volunteer is not available, correct change is strongly encouraged.

3. GENERAL

Cash Handling - Race Entry Registration, BBQ/Drinks station & Prize money

- Payment for race entry shall be by the online Entryboss system.

(Wednesday racing at the Loop)

Wednesday racing will see the continuation of gold coin entry & prize money with all money handling being done by the referee.

Registration Official:

- **Pre-race** - Ensure all attendees provide name & contact details on the electronic attendance / race entry register.
- **Post race** – A copy of the electronic attendance register shall be made available to the Pandemic Safety Officer at short notice for notification to relevant members where a positive case of Covid-19 is reported at a club event.

PSO (Pandemic Safety Officer) Or First Aid Officer:

Pre race:

- Set-up sanitiser stations in relevant locations as per `Plan` requirements
- Conduct vaccination checks of attendees as per the current Covid-19 Safety.

Post race:

- Collect hand sanitiser stand, all sanitizing station material, & A4 signage and store in race trailer where possible (where trailer is in attendance).
- Collect physical attendance registers (if applicable).
- Check adequate sanitizer station equipment is available for next race meeting &/or event.
- Where a positive case of Covid-19 is reported in attendance, obtain the relevant list of attendees and notify all attending members of a positive case in attendance, requesting they monitor for symptoms & avoid attending further events if unwell or experiencing cold & flu like symptoms.

Sanitizer Station Locations & Content

1. **Registration Desk** – One automatic touch-less hand sanitiser dispenser (on stand).
2. **Trailer** - Disposable gloves for food preparation and
3. **Toilets** – One pump bottle liquid soap at each Male & Female facility OR unisex facility.
4. **BBQ/Drinks station** – Minimum 1 bottle of hand sanitizer (OR relocate/use the automatic touch-less hand sanitiser dispenser (on stand) used at registration, One spray bottle with water & detergent mix (and) one wipe for general cleaning. 1 by A4 laminated hygiene signs (Hands). 1 set of gloves for each volunteer.

This document, and the complete ECC COVID-19 Safety Plan is accessible via the ECC website.

If you have any questions, please contact the clubs PSO – Dale Walton on 0409 943 663 or by email at covidsafety@easterncycling.com

Recommendations / Record of amendments

COVID-19 Safety Plan



23 June 2020 v2

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The following procedural recommendations could be considered in reducing exposure to COVID-19 related issues:

1. Consider adopting temporary personally allocated race numbers until COVID-19 is no longer deemed an emergency. Race numbers currently are the only shared piece of equipment that riders/entrants use. *Retain shared facilities – Marshals to wash numbers post race.*
2. Moving to a completely cashless system including:
 - On-line entry registrations *Adopted*
 - Pay-wave entry registrations
 - Pay wave for food & drink sales
 - Remove prize money on general race-day events. *Adopted*
3. In adopting an on-line entry system, look to incorporate a tool that allows not only riders to register, but also Marshals & Volunteers to register (with possible intended spectators) thus capturing most if not all attendees contact details pre-race. This could significantly reduce and simplify race-day data collection, and potentially provide automated and immediate lists for contact tracing upon request by the DHHS – *Adopted into excel race entry list with drop down contact details for all attendees.*
4. Marshals bring their own gloves in lieu of providing disposable gloves. Alternatively 4-8 pairs of decent gloves are stored with the trailer, with marshals bringing their own glove liners. *Adopted – Trailer to have gloves available.*
5. ECC First-Aid Volunteer be specifically briefed on ECC procedures when dealing with an ill member in regards to the COVID-19 Safety plan. - *Adopted*
6. Members be notified of altered Race Day Procedures and the expectation that the club has in regards to general hygiene practises and requirements, and minimising the impact of COVID-19 on its race meets and events. *Adopted*
7. Two volunteers required when a BBQ/food service is offered with the second volunteer handling all food in lieu of multiple members helping themselves to food containers *Adopted*

28 June 2020 v3

8. Temperature checks upon arrival at events by the First Aid Officer. Attendees registering a temperature above 37.5 degrees Celsius to be turned away. *Adopted*

10 February 2021 v5

9. Remove temperature checks upon entry due to inconsistencies in outdoor readings. *Adopted*
10. Referee or Pandemic Safety Officer to conduct Covid safety brief at start line up. *Adopted*

18 March 2021 v6

1. President change of details
2. Wording change to `Management of unwell participants`:
 - a. Removal of word `visible`
 - b. `Stop` notice wording change
 - c. Other wording changes.

2 March 2022 v7

1. Updated plan to reflect `Covid Normal` practices.
2. Vaccination requirement to attend ECC events added.

3. Removed check-in requirements
4. Reduced A4 signage requirements
5. Updated PSO list
6. Updated reporting of a positive case
7. Updated Wednesday racing requirements

END