



BIG FOOT ORIENTEERS



BIG FOOT SPRINTS XXIII

7 FEBRUARY 2021

COVID SAFETY PLAN

Anyone with symptoms of COVID-19, even mild symptoms, should not attend the event before they receive a negative COVID-19 test result. Symptoms of COVID-19 include: fever (37.5° or higher), cough, sore throat, shortness of breath (difficulty breathing), runny nose, loss of taste, loss of smell.

Background

This COVID-19 Safety Plan is based on NSW Health's COVID-19 Safety Plan [webpage](#) for Community sporting competitions and the ONSW Plan for more than 100 participants.

It is adapted for the Big Foot Sprints XXIII event on 7 February 2021.

Headings and text in the NSW template which are not relevant to the Big Foot Sprints XXIII event have been omitted.

Business details

Business name

Big Foot Orienteers Inc. (BFO)

Business location (town, suburb or postcode)

The person responsible for the COVID-19 Safety Plan for this event can be contacted as follows:

Email: andrewmacdonald0402@gmail.com

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Completed by

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Plan approved by

Jock Sydney Davis [BFO's Public Officer]

Requirements for organisations

Wellbeing of staff and customers

Exclude staff, volunteers, parents/carers and participants who are unwell.

Anyone with symptoms of COVID-19, even mild symptoms, should not attend the event or before they receive a negative COVID-19 test result. Symptoms of COVID-19 include: fever (37.5° or higher), cough, sore throat, shortness of breath (difficulty breathing), runny nose, loss of taste, loss of smell.

Provide staff and volunteers with information and training on COVID-19, including when to get tested, physical distancing and cleaning, and how to manage a sick visitor.

The event organiser may refuse entry, disperse people who are not social distancing or require some or all participants to leave.

A first aid kit will be available.

If someone is unwell and displaying respiratory symptoms (cough, sore/scratchy throat, fever or shortness of breath) they will be directed to go home, preferably with whoever they travelled to the event or session. If appropriate, an ambulance should be called.

Display conditions of entry (website, social media, venue entry).

Pre-entry via Eventor is mandatory for Big Foot Sprints XXIII.

Pre-entry refunds will be provided to those who absent themselves for COVID-19 related health or travel reasons.

If hiring the facility, consult with the owners/operators to address these requirements to understand what measures may already be in place.

This Plan will be given to the Council responsible for the assembly area and any extra requirements will be taken into account.

Practical measures

These measures will be adopted at the event. They aim to ensure the physical distancing and hygiene care are maintained. Participants will be instructed as follows:

- No water will be provided. Bring your own water.
- Maps will not be available on Eventor prior to the event. Printed maps will be available at the starts. BYO map sleeve.
- Control descriptions will be printed on the maps. Loose sheets will not be provided. They will be available on Eventor from approximately 7pm of the evening two days prior to the event.
- Avoid unnecessary touching of surfaces. Take care to only touch and pick up the map that you are using. Avoid touching the SI units other than to insert the SI stick if not using SIAC.
- There will not be a box for keys.
- Near controls, please be considerate of other people and respect their requirements for social distancing.
- At the Finish and through to your download please be conscious of other finishers and SI staff and move away as quickly as possible.
- No results will be displayed at the event. Online results will be available following uploading of results.

Physical distancing

Ensure the number of people in a facility does not exceed one person per 2 square metres of space (excluding staff) to a maximum of 3000 people.

The event organisers will ensure that the assembly and start areas and the area from the finish to download area have enough space to meet the 2 square metre rule.

Minimise co-mingling of participants from different games and timeslots where possible. For mass participation events, stagger the starting times for different groups to minimise crowding where possible.

Course 1 has queueing starts. This will be facilitated by cones and signage. Course 2 has a chasing start for approximately the first 30 minutes (it depends on actual performances and numbers on the day). The remaining participants at around the 30' mark may be allowed to start at will. The start area for Course 2 will be arranged to follow the 2 square metre rule.

Support 1.5m physical distancing where possible, particularly at points of mixing or queuing such as food and drink stations, toilets and entrance and exit points. There should be 1.5m physical distance between seated groups where practicable, including in non-ticketed or grass areas.

The organiser and assistants will encourage participants to move further apart if necessary.

There will be no drinks at the finish, result boards, returning collected maps to competitors or presentations in front of massed crowds.

Have strategies in place to manage gatherings that may occur immediately outside the premises, such as with drop off and pick up zones or staggered start/finish times.

The nature of orienteering events means that large gatherings do not occur outside the assembly and start areas.

Where possible, encourage participants to avoid carpools with people from different household groups.

Participants should avoid shared travel arrangements (among non-family members) such as carpooling.

Ensure communal facilities such as showers, change rooms and lockers have strategies in place to reduce crowding and promote physical distancing.

The only communal facility will be public toilets.

Where practical, stagger the use of communal facilities. Strongly encourage participants to shower/change at home where possible.

No showering at the event venue will be allowed.

Use telephone or video platforms for essential staff meetings where practical.

Event planning and other orienteering staff or volunteer meetings are held by telephone or video platforms.

Hygiene and Cleaning

Adopt good hand hygiene practices.

Event information encourages competitors to wash or sanitise their hands regularly. The online event information asks competitors to bring their own hand sanitisers.

Ensure hand sanitiser is accessible at the venue entry and throughout the facility or ground.

Hand sanitiser facilities will be at the assembly area (e.g., registration, finish) and the starts.

Ensure bathrooms are well stocked with hand soap and paper towels or hand dryers. Consider providing visual aids above hand wash basins to support effective hand washing.

The organiser will ensure that the public toilets will be well stocked with hand soap and paper towels or hand dryers.

Encourage participants to bring their own water bottle, snacks/orange slices and sweat towels. Avoid shared food and drinks.

Participants are encouraged to bring their own drink bottles, snacks, towels and other personal gear. They should not share them.

Clean frequently used indoor hard surface areas, including children's play areas, at least daily; first with detergent and water, and then disinfect. Clean frequently touched areas and surfaces, including in communal facilities, several times per day.

The organiser will provide some protective equipment, cleaning materials and disinfectant for event assistants. All event assistants should wear gloves when cleaning and wash hands thoroughly before and after with soap and water.

Reduce sharing of equipment where practical and ensure these are cleaned with detergent and disinfectant between use.

Only SIAC units will be used (no pin or self-marking controls).

Used rental SI sticks and compasses should be cleaned and disinfected between events.

Disinfectant solutions need to be maintained at an appropriate strength and used in accordance with the manufacturers' instructions.

The organiser will follow the guidance on cleaning surfaces which is available on the ONSW COVID-19 Updates webpage.

Staff should wash hands thoroughly with soap and water before and after cleaning.

Noted.

Encourage contactless payment options.

The main event (Big Foot Sprints XXIII) requires and only allows pre-payment online (no enter on the day).

Record keeping

Keep a record of name, contact number and entry time for all staff, volunteers, participants, spectators and contractors attending community sports activities, where this is practicable, for a period of at least 28 days. Electronic collection (e.g., using a QR code) of contact details for each person is strongly encouraged. Any paper records must be entered into an electronic format such as a spreadsheet within 12 hours. Records must be provided as soon as possible, but within 4 hours, upon request from an authorised officer.

Entry using Eventor is mandatory for participants in the Big Foot Sprints XXIII event. This records and stores contact details.

It also facilities recording of non-participants, such as organisers, assistants and casual observers (e.g., parents).

Due to expected very low numbers of non-registrants through Eventor, a QR code for this small scale event will not be obtained.

If the non-participants' details are not obtained through Eventor, a paper record will be taken during the event. The event organiser will provide a paper record and will enter any details on it into a spreadsheet (excel) within 12 hours of the end of the event. The event organiser will ensure that attendees' contact details are retained for a period of at least 28 days.

The club's Public Officer is an Eventor administrator. The club's Public Officer will receive from the event organiser the on the same day after the event any electronic contact information which is not in Eventor. The Public Officer will provide records as soon as possible, but within 4 hours, upon request from an authorised officer.

Ensure records are used only for the purposes of COVID-19 contact tracing and are collected and stored confidentially and securely. When selecting and using an electronic method of record collection, take reasonably practical steps to protect privacy and ensure the records are secure. Consider the 'Customer record keeping' page of nsw.gov.au.

Eventor entries will use the Eventor database of Australian orienteering members and casual orienteers. The database, Orienteering Australia and Orienteering NSW have privacy rules.

Records gathered only for COVID-19 tracing purposes will comply with this requirement.

Cooperate with NSW Health if contacted in relation to a positive case of COVID-19 at your workplace, and notify SafeWork NSW on 13 10 50.

We will do this.