



Association of Heads of Independent Girls' Schools NSW Inc
ABN 81 660 358 175

AHIGS COVID-19 SAFETY PLAN

For IGSSA Sport and Activities

Association	AHIGS - IGSSA
Grounds Location	Schools and External Venues
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Version	Four
Date	21 January 2021
Vicki Fitzgerald	AHIGS Director of Sport



AHIGS
Sporting
Committee
(IGSSA)

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1. Introduction

The purpose of this COVID-19 Safety Plan is to provide updated guidelines for the implementation and management of procedures by members' schools to support IGSSA and its participants in the staged resumption of inter-school 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 guide the general operation of IGSSA sport, any facilities it uses, the playing behaviour of all members and participants and the monitoring and reporting of the health of attendees at IGSSA activities.

This Plan includes, but is not limited to, the conduct of:

- a. 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 and those operating the venues at which IGSSA sport is conducted. These may include activities within members' schools or external venues hired for the purpose of conducting IGSSA Sport.

2. Key Principles

This Plan is based on:

- the AIS Framework for Rebooting Sport in a COVID-19 Environment (**AIS Framework**)
- the National Principles for the Resumption of Sport and Recreation Activities (**National Principles**)
- NSW Government Health Orders (<https://www.health.nsw.gov.au/Infectious/covid-19/Pages/public-health-orders.aspx>).
- NSW Department of Education Guidelines (<https://education.nsw.gov.au/covid-19/advice-for-families>)

The Plan 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 and the broader community need to be engaged and briefed on IGSSA's Safety Plan;
- 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;
- IGSSA will consider and apply all applicable State Government, local restrictions and regulations. IGSSA needs to be prepared for any localised outbreak at our facilities, within our competitions or in the local community.

3. Responsibilities under this Plan

Members' schools retain the overall responsibility for the effective management and implementation of the return to sport activities and operations within their school communities.

IGSSA is responsible for:

- Providing guidance for minimum standards 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.

AHIGS has appointed the following person as the IGSSA 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	Vicki Fitzgerald
Contact Email	dos@ahigs.nsw.edu.au
Contact Number	0404 109 188

IGSSA expects all members, participants, coaches and officials to:

- Comply with the health directions of government and public health authorities as updated from time to time;
- Understand and act in accordance with this Plan as amended from time to time;
- 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. Requirements for Organisations

Requirements for IGSSA Sport and the actions we need to put in place to keep staff, officials, participants and spectators (where allowed) safe.

4.1 Wellbeing of staff and visitors

Requirements	Actions
Exclude staff, officials and participants who are unwell.	All staff, officials, participants and spectators (where allowed), are advised not to attend any IGSSA sport or carnival if unwell. Schools to monitor their own students, coaches and staff to ensure compliance.
Provide staff and volunteers with information and training on COVID-19, including when to get tested, physical distancing, cleaning, and how to manage a sick visitor.	All AHIGS – IGSSA conveners are required to complete the online Infection Control training and IGSSA Conveners' Seminar.
Make staff aware of their leave entitlements if they are sick or required to self-isolate.	All staff employed by AHIGS – IGSSA have been advised of entitlements.
Display conditions of entry (website, social media, venue entry).	AHIGS – IGSSA has developed posters for display at each venue indicating conditions of entry (see Appendix – Safety Poster). Safety plan and posters have also been emailed to all schools and are also available on the IGSSA website (ahigs.nsw.edu.au/IGSSA-Sport) and alerts are on myIGSSA (m.ahigs.nsw.edu.au/)
If hiring the facility, consult with the owners / operators to address these requirements to understand what measures may already be in place.	AHIGS – IGSSA is sometimes required to utilise non school venues. Where this is the case, they will consult with the venue to determine what (if any) additional requirements they have to manager their venue. These additional requirements will be noted on the relevant sport / carnival page under venues.
Ensure COVID-19 Safety Plans are in place, where relevant, for: <ul style="list-style-type: none"> Swimming pools Gyms Indoor recreation facilities Restaurants and cafes (for kiosks or canteens) Major recreation facilities 	AHIGS – IGSSA will establish additional safety measures for each sport / carnival consistent with guidelines from State & National Sporting Organisations for that particular sport. This will incorporate pools for water polo and indoor facilities for netball where required.
Ensure processes are in place to exclude participants (including officials) if they have visited Victoria in the 14 days prior.	All schools are advised of conditions of participation of students in the IGSSA competitions. Notices are also displayed at the entry of each venue.
Ensure processes are in place to exclude participants (including officials) if they have attended any of the reported case locations listed on the NSW Health website (nsw.gov.au/covid-19/latest-news-and-updates).	All schools are advised of conditions of participation of students in the IGSSA competitions. Notices are also displayed at the entry of each venue.

Requirements	Actions
If sufficient numbers to field teams cannot be achieved, prioritise delaying the event rather than substituting with people from other teams or from the community.	Schools will be asked to minimise the use floaters or girls playing up for the foreseeable future.

4.2 Physical distancing

Requirements	Actions
Minimise co-mingling of participants from different games and timeslots where possible.	Schools, where reasonably possible, are required to establish waiting bays for people who arrive at the venue before the previous time slot has left.
Ensure any spectators comply with 1.5 metres physical distance where practical, such as through staggered seating. People who live in the same household are not required to distance. Have strategies in place to prevent spectators from different games and timeslots co-mingling.	Posters displayed at all venues.
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.	Many school venues have drop off / pick up zones and these details are available on the IGSSA website under each individual sport.
Reduce crowding wherever possible and promote physical distancing with markers on the floor where people stand or are asked to queue.	Posters displayed at all venues.
Ensure communal facilities such as showers, change rooms and lockers have strategies in place to reduce crowding and promote physical distancing.	Girls are encouraged to “ <i>get in, play, get out</i> ” and to arrive at the venue dressed and ready to play.
Where practical, stagger the use of communal facilities. Strongly encourage participants to shower / change at home where possible.	Girls are encouraged to “ <i>get in, play, get out</i> ” and to arrive at the venue dressed and ready to play.
Use telephone or video platforms for essential staff meetings where practical.	Where grading / pre / post season meetings are to take place, they will be either via phone conference or video conference.
Review regular business deliveries and request contactless delivery and invoicing where practical.	N/A

4.3 Hygiene and cleaning

Requirements	Actions
Adopt good hand hygiene practices.	Posters displayed at all venues.
Ensure hand sanitiser is accessible at the venue entry and throughout the facility or ground.	Hand sanitiser supplied to all venue conveners.
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.	This is the responsibility of the venue owner / manager (e.g. school, local council). However, if any issues, conveners are advised to contact AHIGS staff to discuss.
Encourage participants to bring their own water bottle, snacks / orange slices and sweat towels. Avoid shared food and drinks.	Noted on Safety poster (see appendix)

Requirements	Actions
Ensure processes are in place to launder shared uniform items after use, such as bibs or jerseys.	Schools are asked to ensure the equipment supplied to their students meets these requirements.
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.	Antibacterial wipes are provided to the conveners to wipe high touch areas frequently. This may include door handles as well as equipment.
Clean areas used for high intensity sports with detergent and disinfectant after each use.	N/A
Reduce sharing of equipment where practical and ensure these are cleaned with detergent and disinfectant between use.	Antibacterial wipes are provided to the conveners to wipe high touch areas frequently.
Ensure there is accessible detergent / disinfectant and gloves for visitors to use, should they wish.	Conveners are supplied with gloves and masks to use should they wish.
Disinfectant solutions need to be maintained at an appropriate strength and used in accordance with the manufacturers' instructions.	School cleaning staff are responsible for maintenance of the facilities.
Staff are to wear gloves when cleaning and wash hands thoroughly before and after with soap and water.	Conveners supplied with gloves and asked to ensure good hand hygiene.
Encourage contactless payment options.	Not applicable unless venue operates this facility.

4.4 Record keeping

Requirements	Actions
Keep a record of name and a mobile number or email address for all staff, Participants and contractors attending IGSSA sports activities, where this is practical, for a period of at least 28 days. Ensure records are used only for the purposes of tracing COVID-19 infections and are stored confidentially and securely.	QR code used for each sport / carnival and attendance recorded and monitored after each event.
Make your staff and volunteers aware of the COVIDSafe app and its benefits to support contact tracing if required.	AHIGS-IGSSA note on their safety poster their support of individuals downloading the COVIDSafe app.
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.	AHIGS-IGSSA will fully co-operate with NSW Health by providing details of attendance at events where requested.

5. Appendix

5.1 IGSSA No Entry



You are a confirmed case.



You have attended any of the reported case locations listed on the NSW Health website.



You are a close contact of a confirmed case.



You are (or a close contact) are awaiting a test result.



You have been asked to quarantine.



You have any flu like symptoms.

5.2 IGSSA Safety poster



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Before you enter the venue please note the following:

DO NOT ATTEND OR PARTICIPATE

in IGSSA sport if you are sick or have flu like symptoms.

Or IF in the last 14 days you have been unwell or had close contact with a known or suspected case of COVID-19. Any participant who is unwell should see a doctor in accordance with local Public Health Authority guidelines.

Please open the camera on your phone and point it at the relevant QR code below.

Please then select the pop up on your screen, which will take you to a registration form.

TENNIS



SOFTBALL



We are required to keep a record of names and a mobile number for all staff, officials and spectators for a period of at least 28 days. We will ensure records are used only for the purposes of tracing COVID-19 infections and are stored confidentially and securely.

Players, officials and essential staff must:

Get in, play, get out



Arrive ready to play



Wash or sanitise hands regularly



**Bring all personal items
e.g. drink bottles & whistles**



Maintain physical distance where possible



Avoid unnecessary body contact. NO HANDSHAKES or HIGH FIVES

Leave the venue straight after your game



We recommend you download the COVIDSAFE app