

Guidance on how to prepare your COVIDSafe plan is available.

Our COVIDSafe Plan STEP 2A

Business name: Ivanhoe Bowling Club Inc
Site location: John Street, Ivanhoe, Vic 3079
Contact person: John Mehan
Contact person phone: 0407912413
Date prepared: 20 October 2020

| Guidance | Action to mitigate the introduction or spread of COVID-19 |
|----------|---|
| Hygiene | |

Provide and promote hand sanitiser stations for use on entering the club grounds

A Hand Sanitising station is located at the entrance of the venue and all club members and other visitors are requested to sanitise prior to playing a game of bowls. Sanitisers will also be able in the equipment shed where matts and jacks are stored. The clubhouse will remain closed, but toilets are permitted to be use.

Face masks

*All workers, volunteers and participants must always wear a face mask with the two exceptions noted below. A face mask is not required while undertaking strenuous exercise or playing community sport. MEMBERS and VISITORS **MUST** carry a face mask with them so that they can wear it before or after exercising unless the member or visitor has lawful exception.*

Types of Competitions

Given the heavy restrictions of only 10 persons per green, no advice on competitions is necessary. No competitions will be undertaken during this stage. (STEP 2A).

| Guidance | Action to mitigate the introduction and spread of COVID-19 |
|----------|--|
| Cleaning | |

All equipment must be sanitised when placed out by the players. Spray chalk and liquid chalk must be the only markers used. As no competition is

chalk and liquid chalk must be the only markers used. As no competition is occurring no chalk is required. Players are not to touch other players bowls unless of absolute necessity. If such does occur further hand sanitising is required immediately.

Equipment (mats and jacks etc)

The handling of the mat and jack is to be limited as much as possible. A player as the Lead should use hand sanitiser prior to picking up the jack and the mat to commence the next end. Once the jack is rolled the player at the other end is to straighten it with his or her foot. Should the jack go into the ditch or out of bounds such should be collected with a lifter and returned as necessary. Prior to further delivery bowler will need to sanitise their hands. Under no circumstances can bowls be shared.

Ensure adequate supplies of cleaning products, including detergent and disinfectant.

The venue uses high grade sanitisers. Ivanhoe Bowling Club employs a cleaner to maintain the facility.

| Guidance | Action to ensure effective record keeping |
|--|---|
| Record keeping | <p>We will request that each person who attends Ivanhoe Bowling Club to provide:</p> <ul style="list-style-type: none">• First name and Last name• Phone number. <p>The Club will keep a record of those details, and the date and time at which the person attended and left the facility. Records can be kept in hard copy. Records must be kept for 28 days. Records should be destroyed after 28 days. Pens used to record details should be wiped with an alcohol wipe between users.</p> |
| Establish a process to record the attendance of all club members, visitors and workplace inspectors, delivery drivers. | <p>Only 10 persons are allowed on each green, with two players per rink. The synthetic green will be open from 10AM to 6PM daily. A booking sheet will be available for an allocated timeslot.</p> <p>The hours the grass green will be determined by the Greens Director in consultation with the greenkeeper and displayed on a notice board. The grass green will reopen in early November.</p> |
| Number of players | <p>The Club will appoint a designated COVID Safe Officer. The first stage of reopening will have a maximum of 10 players. The COVID Safe Officer will be over 18 years of age and will</p> <ul style="list-style-type: none">• Promote and ensure infection control practices (e.g. frequent hand washing) are followed.• Promote and take practical steps to ensure members and visitors participating in the operations are complying with no more than 10 players• Promote and take practical steps to ensure people are physical distancing, comply with 1.5 metre rule.• Ensure that the venue has sufficient hand washing facilities and cleaning regimes. |
| COVID Marshal' or 'COVID Officer | |

| Guidance | Action to mitigate the introduction and spread of COVID-19 |
|---------------------|---|
| Physical distancing | |
| SOCIAL DISTANCING | <p>All players should keep 1.5m apart at all times. And to refrain from shaking hands, high-fives or any contact with others.</p> |

Green and surrounds

Under STEP 2A restrictions greenkeepers can continue to carry out their work. The guidelines state, 'essential maintenance for safety and upkeep of public and recreational spaces, such as parks, gardens, golf courses' is

Maintenance

permitted, with a COVID-Safe plan.

Ivanhoe Bowling Club engages a Contractor to maintain our greens and volunteer members look after the gardens and surrounds.

For Volunteers: They can leave their house to do volunteering work.

Volunteers must wear a face mask when they leave home, unless an exception applies. Even with a face mask, they should maintain a physical distance of at least 1.5 metres between themselves and others at all times, and ensure they practise good hygiene such as regularly washing your hands with soap for at least 20 seconds and coughing and sneezing into a tissue or your elbow. Volunteers cannot travel more than 25km to the venue to volunteer.

VOLUNTEERS

FOOD and DRINK

All water fountains will remain closed, no food will be served and members must bring own drink and food as required. There is to be no sharing of drink containers or food. Members are encouraged to bring sufficient water to meet their needs.

Shared facilities – tea/coffee stations

There will be no shared facilities for tea and coffee

Spectators

Spectators are only allowed if they are coaching, umpiring, or supervising children or if needed as support persons for persons with additional needs and exercising appropriate distancing requirements.

Guidance

Action to ensure effective record keeping

R

Establish a process to record the attendance of workers, customers, clients, visitors and workplace inspectors, delivery drivers. This information will assist employers to identify close contacts.

A register to record delivery of goods and services from all suppliers will be implemented.

Signage requirements

We will display all signage required and supplied by Bowls Victoria.

NName : John Mehan, Chairperson

I acknowledge I understand my responsibilities and have implemented this COVIDSafe plan for Ivanhoe Bowling Club.

Date 21/10/20

