



STANDARDBRED ASSOCIATION QUEENSLAND INC.
PLEASURE AND PERFORMANCE HORSE ASSOCIATION QLD

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COVID-19 SAFETY PLAN

STANDARDBRED ASSOCIATION QUEENSLAND INC

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[Club Facility Location]	Marburg Showgrounds Queens Street Marburg QLD
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Version	Version 1
Plan last updated	22/08/2020
SAQ COVID-19 Safety Coordinator/Safety Officer is responsible for 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 the Standardbred Association Qld Inc to support Standardbred Association Qld Inc and its members and participants in the staged resumption of community sport and club activities.

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 govern the general operation of the Standardbred Association Qld Inc, any facilities it controls, the playing/training behaviour of all members and participants and the monitoring and reporting of the health of attendees at Standardbred Association Qld Inc facilities.

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

This Plan is based on, and accepts, the AIS [Framework for Rebooting Sport in a COVID-19 Environment](#) (**AIS Framework**) and the [National Principles for the Resumption of Sport and Recreation Activities](#) (**National Principles**).

The Plan also 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, administrators/volunteers, families and the broader community need to be engaged and briefed on Standardbred Association Qld Inc's return to sport 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;
- Training/Events cannot resume until the arrangements for sport operations and facility operations are finalised and approved, if necessary; and
- At every stage of the return to sport process Standardbred Association Qld Inc must consider and apply all applicable State and Territory Government and local restrictions and regulations. Standardbred Association Qld Inc needs to be prepared for any localised outbreak at our facilities, within our competitions and events or in the local community.

3. Responsibilities under this Plan

Standardbred Association Qld Inc retains the overall responsibility for the effective management and implementation of the return to sport activities and operations outlined in this Plan.

The Committee of Standardbred Association Qld Inc 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 person as the Standardbred Association Qld Inc 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	[XXXX]
Contact Email	[XXXX]
Contact Number	[XXXX]

Standardbred Association Qld Inc 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 Standardbred Association Qld Inc;
- 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. Return to Sport Arrangements

As at the date of this Plan, participants are training/competing at Level C of the AIS Framework. The Plan outlines specific sport requirements that Standardbred Association Qld Inc will implement for Level A and Level B of the AIS Framework.

Standardbred Association Qld Inc will transition to the training activity and facility use as outlined in Level A of the AIS Framework and the training/competition activities and facility use outlined in Level B of the AIS Framework when permitted under local restrictions and regulations.

4.1 AIS Framework Arrangements

The protocols for conducting sport operations and facility operations under Level A, Level B and Level C of the AIS Framework are set out in the Appendix.

4.2 Roadmap to a COVIDSafe Australia

Standardbred Association Qld Inc 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, notwithstanding the activities permitted by the AIS Framework (see below).

AIS Activities	Level A: Training in no more than pairs. Physical distancing required.	Level B: Indoor/outdoor activity. Training in small groups up to 10. Physical distancing required.		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.	Further steps TBC

5. Recovery

When public health officials determine that the outbreak has ended in the local community, Standardbred Association Qld Inc will consult with relevant authorities to identify criteria for scaling back its COVID-19 prevention actions. Standardbred Association Qld Inc will also consider which protocols can remain to optimise good public and participant health.

At this time the Committee of Standardbred Association Qld Inc will consult with key stakeholders to review the delivery of its return to 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 AIS Framework Level B)	Plan Requirements (for activities under AIS Framework Level C)
Approvals	<p>The club must obtain the following approvals to allow a return to training/events at Level B:</p> <ul style="list-style-type: none"> • State 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/events for club. • Insurance arrangements confirmed to cover training/events. 	<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 to occur. • Local government/venue owner approval to training/events 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.
Training/Event Processes	<ul style="list-style-type: none"> • Club to emphasise AIS Framework principle of “Get in, train, get out” – arrive ready to train/compete. • Length and scheduling of training/event sessions to reduce overlap. • Clearly outline nature of training permitted (e.g. small groups to train and for team meetings, equipment able to be used, certain sport activities not permitted during Level B training, no contact including high fives/hand shaking, no socialising or group meals). • Defined training areas for each training group, maintaining base density requirement of 4 square metres per person and physical distancing (>1.5 metres). • Sanitising requirements, including use of sanitising stations. • Treatment of shared equipment (e.g. sanitise equipment before, during, after sessions) and use of such equipment to be limited. • No sharing of personal equipment. 	<p>AIS Framework principles – full sporting activity that can be conducted in groups of any size (subject to COVIDSafe Roadmap) including full contact.</p> <ul style="list-style-type: none"> • For larger team sports, consider maintaining some small group separation at training/events. • Limit unnecessary social gatherings. • Clearly outline nature of training/event permitted. • Access to treatment from support staff. • Sanitising requirements continue from Level B. • Treatment of shared equipment continues from Level B. • Personal hygiene encouraged (e.g. wash hands prior to training, no spitting) • Avoid coughing where possible and if so conduct in a discrete manner • Training/event attendance register kept].

	<ul style="list-style-type: none"> • Personal hygiene encouraged (e.g. wash hands prior to training, no spitting or coughing). • Guidance for travel arrangements (e.g.ensuring there is ample room for float parking). • Training/event attendance register kept]. 	
Personal health	<ul style="list-style-type: none"> • Graded return to sport to avoid injury. • Advice to participants, coaches, volunteers to not attend if unwell (including any signs/symptoms of cold, flu, COVID-19 or other illness). • Washing of hands prior to, during and after training and use of hand sanitiser where available. • Avoid physical greetings (i.e. hand shaking, high fives etc.). • Avoid coughing, clearing nose, spitting etc. 	<ul style="list-style-type: none"> • Requirements continue from Level B].
Hygiene	<ul style="list-style-type: none"> • COVID19 safe hygiene protocols adopted by club. • Sanitising stations available at all training/events. • Guidelines for sanitisation and cleaning clearly communicated for training/events. 	<ul style="list-style-type: none"> • Hygiene and cleaning measures to continue from Level B].
Communications	<ul style="list-style-type: none"> • Club will brief participants, coaches and volunteers on return to training/event protocols including hygiene protocols via meetings, email, Facebook post and on our Website. • Endorsement of government COVIDSafe app and encouragement to players, coaches, members, volunteers and families to download and use app. • Club will promote good personal hygiene practices in and around training/events and in Club facilities (e.g. posters in).clubhouse and around the grounds 	<ul style="list-style-type: none"> • Club will brief participants, coaches and volunteers on return to training/event protocols including hygiene protocols via meetings, email, Facebook post and on our Website. • Continued endorsement of government COVIDSafe app and encouragement to players, coaches, members, volunteers and families to download and use app. • Continued promotion good personal hygiene practices in and around training/events and in Club facilities (e.g. posters in).clubhouse and around the grounds

Part 2 – Facility Operations

Area	Plan Requirements (for activities under AIS Framework Level B)	Plan Requirements (for activities under AIS 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.
Facilities	<ul style="list-style-type: none"> • Parts of facilities that are available during Level B restrictions; limit on numbers at toilets and minimise use of communal facilities. • Hygiene and cleaning protocols. – see attached cleaning recommendations • Provision of appropriate health and safety equipment, Personal Protective Equipment (PPE) and personal hygiene cleaning solutions. 	<ul style="list-style-type: none"> • Return to full use of Club facilities. • Hygiene and cleaning protocols measures as per Level B. • Provision of appropriate health and safety equipment, Personal Protective Equipment (PPE) and personal hygiene cleaning solutions as per Level B].
Facility access	<ul style="list-style-type: none"> • health screening measures (e.g. temperature checks etc.) prior to entry to any facilities and any privacy measures club will take to protect sensitive health information. • Restrictions on facility access to limit anyone who has: <ul style="list-style-type: none"> – COVID-19 or has been in direct contact with a known case of COVID-19 in the previous 14 days. – Flu-like symptoms or who is a high health risk (e.g. due to age or pre-existing health conditions). – Travelled internationally in the previous 14 days. 	<ul style="list-style-type: none"> • Continue Level B protocols as appropriate. • gathering numbers should not exceed government allowances (COVIDSafe Roadmap maximum gatherings: Step 1 (10 people), Step 2 (20 people), Step 3 (100 people)). • Any spectators should observe physical distancing requirements (>1.5 metres) and density requirements (one person per 4 square metres). • Managed access including separate entry/exit points, managed traffic flows, stagger arrival/departure times. • Non-essential personnel to be discouraged from entering clubhouse.

	<ul style="list-style-type: none"> • Only essential participants should attend to minimise numbers; not more than one parent/carer to attend with children; gathering numbers should not exceed government allowances (COVIDSafe Roadmap maximum gatherings: Step 1 (10 people), Step 2 (20 people), Step 3 (100 people)) • Any spectators should observe physical distancing requirements (>1.5 metres). • All participants and spectators must register their attendance at our facilities by downloading the Check-In App, entering your details, and scanning the QR code (available at entry point) on entry and exit. Alternatively, a manual attendance register can be used at the Registration Desk. 	<ul style="list-style-type: none"> • Physical distancing protocols including use of zones in clubhouse and canteen including by use of physical zone indicators. • Canteen operations to include food and cash handling protocols, hygiene and cleaning measures and established zones. • General advice on physical distancing in club facilities including discouraging face to face meetings where possible, restricting site visitors, deferring or splitting up large meetings. • All participants and spectators must register their attendance at our facilities by downloading the Check-In App, entering your details, and scanning the QR code (available at entry point) on entry and exit. Alternatively, a manual attendance register can be used at the Registration Desk.
Hygiene	<ul style="list-style-type: none"> • safe hygiene protocols distributed by national/state sporting body or local association will be adopted by club including: <ul style="list-style-type: none"> – Availability of hand sanitiser at entry/exit points to venue and elsewhere. – Protocols for sanitising stations, sanitising shared equipment. – Cleaning standards – increase regular cleans and frequent wiping of high touch surfaces. – Displaying posters outlining relevant personal hygiene guidance. – Avoiding shared use of equipment. – Provide suitable rubbish bins with regular waste disposal. – Guidelines for sanitisation and cleaning of Club facilities. 	<ul style="list-style-type: none"> • Continue hygiene and cleaning measures as per Level B].
Management of unwell participants	<ul style="list-style-type: none"> • Any person who is unwell or develops cold/flu symptoms including a fever, cough, sore throat or shortness of breath will be directed to move to the designated Quarantine Area. • They will be advised to: <ul style="list-style-type: none"> - put on a sanitary facemask from a supply made available by SAQ within the isolation space - call their parent/guardian/next of kin (or be assisted to if required) to arrange immediate collection from the grounds, and 	<ul style="list-style-type: none"> • Measures as per Level B].

	<ul style="list-style-type: none"> - call a doctor or 13HEALTH for health advice. • Any person training/competing in the same area where the unwell person was participating will be directed to immediately use hand sanitiser, and equipment within the area will be sanitised. • All participants will be contacted by reference to the attendance register and advised to contact their doctor or 13HEALTH, while self-monitoring for any cold/flu symptoms. SAQ will provide any relevant attendance registers to QLD Health if a positive diagnosis for COVID-19 is confirmed, or otherwise required by any relevant authority. • If any person becomes unwell after attending SAQ activities, all people present during the time the unwell person was at SAQ event will be contacted by reference to the attendance register and advised to contact their doctor or 13HEALTH while self-monitoring for any symptoms. SAQ will provide any relevant attendance registers to QLD Health if required. • Provide training of volunteers/club management on treatment of symptomatic participants and disinfecting of facilities used by such participants. 	
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. • Operation of the club's facilities in support of all Level C training/event activities in accordance with this Plan. 	<p>As per Level B.</p>

Recommended cleaning:

Supplementary information

Summary

This document provides guidance on routine cleaning, and cleaning and disinfection following a case or suspected case of COVID-19 in a non-healthcare workplace.

It covers:

- 1.1 – Cleaning during the COVID-19 pandemic**
- 1.2 – Definitions**
- 1.3 – Cleaning and disinfecting solutions**
- 1.4 – Checklist of standard precautions for cleaning**
- 1.5 – Recommended cleaning by surface**

1.1 Cleaning during the COVID-19 pandemic

COVID-19 spreads through respiratory droplets produced when an infected person coughs or sneezes. A person can acquire the virus by touching a surface or object that has the virus on it and then touching their own mouth, nose or eyes.

A key way you can protect workers and others from the risk of exposure to COVID-19 is by implementing appropriate cleaning and disinfecting measures for your workplace.

A combination of cleaning and disinfection will be most effective in removing the COVID-19 virus.

It is highly recommended that workplaces be cleaned at least daily. More frequent cleaning may be required in some circumstances. For example, if your workplace operates in shifts, workplaces should be cleaned between shifts. If equipment is shared between workers, it should be cleaned between uses, where practicable.

Cleaning with detergent and water is usually sufficient for routine cleaning.

Once clean, surfaces can be disinfected. When and how often your workplace, or certain surfaces, should be disinfected will depend on the likelihood of contaminated material being present. This would include any time there has been a case or suspected case of COVID-19 at the workplace, or at workplaces with a high volume of workers, customers or visitors that are likely to touch surfaces. You should prioritise cleaning and disinfecting surfaces that many people touch.

Alternatively, you may be able to do a 2-in-1 clean and disinfection by using a combined detergent and disinfectant.

1.2 Definitions

The following terms are used throughout this document, to improve readability.

Damp dust means to wet a cloth with cleaning agent and wring out, such that the cloth remains damp, but does not drip water.

Detergent means a surfactant that is designed to break up oil and grease with the use of water.

Disinfectant means a product labelled as household disinfectant, and containing alcohol ($\geq 70\%$), chlorine bleach, oxygen bleach, or wipes or sprays that contain quaternary ammonium compounds.

Frequently touched surface means a surface that is touched often, by the same or different people. For example, a door handle or push plate.

HEPA means high efficiency air particulate filter.

Infrequently touched surface means a surface that is touched less than a frequently touched surface. For example, the surface of a cupboard door.

1.3 Cleaning and disinfecting solutions

Cleaning and disinfecting are two different processes:

Cleaning means to physically remove germs (bacteria and viruses), dirt and grime from surfaces using a detergent and water solution. A detergent is a surfactant that is designed to break up oil and grease with the use of water. Anything labelled as a detergent will work.

Disinfecting means using chemicals to kill germs (bacteria and viruses) on surfaces. It's important to clean before disinfecting because dirt and grime can reduce the ability of disinfectants to kill germs. The following disinfectants are suitable for use on hard surfaces (that is, surfaces where any spilt liquid pools, and does not soak in): alcohol in a concentration of at least 70%, chlorine bleach in a concentration of 1000 parts per million, oxygen bleach, or wipes and sprays that contain quaternary ammonium compounds. These chemicals will be labelled as 'disinfectant' on the packaging and must be diluted or used following the instructions on the packaging to be effective.

- > Health authorities recommend using a 1000 ppm bleach (sodium hypochlorite) solution to disinfect hard surfaces.

For routine workplace cleaning in a non-healthcare workplace, physical cleaning with water and detergent is usually sufficient. Water and physical effort alone will not kill the COVID-19 virus.

A combination of cleaning and disinfection will be most effective in removing the COVID-19 virus in workplaces when cleaning, and should be used where there is a high volume of workers, customers or visitors that are likely to touch surfaces.

Cleaning and disinfection should also be undertaken after a person with a confirmed or suspected case of COVID-19 has recently been at the workplace

Note: Disinfectants require sufficient contact time to be effective at killing viruses. If no time is specified, the disinfectant should be left for ten minutes before removing.

1.4 Checklist of standard precautions for cleaning

- Where cleaning on or around electrical equipment/fittings, isolate electrical equipment and turn off power source if possible before cleaning with liquids.
- Read the label for the detergent or disinfectant and follow the manufacturer's recommendations.
- Obtain a copy of the Safety Data Sheet (SDS) for the detergent or disinfectant and become familiar with the contents.
- Wear the appropriate personal protective equipment (PPE) that is identified on the label and the SDS.

1.5 Recommended cleaning by surface

The following table outlines the recommended minimum frequencies for routine cleaning of various surfaces in the workplace, as well as recommended cleaning and disinfecting following a suspected or confirmed case of COVID-19.

It is applicable to all workplaces, noting some surfaces may not be relevant to all workplaces.

It is highly recommended that workplaces are be cleaned at least daily. More frequent cleaning may be required in some circumstances. For example, if equipment is shared between workers, it should be cleaned between uses, where practicable.

More frequent disinfection may be required at workplaces with a high volume of workers, customers or visitors that are likely to touch surfaces.

	Following suspected or confirmed case		Routine cleaning			
	Any Surface	Method	Frequently touched surfaces	Method	Infrequently touched surfaces	Method
Soft plastics	Clean and disinfect as soon as you become aware	Detergent + Disinfectant	Clean and disinfect at least daily or every shift change	Detergent + Disinfectant	Clean weekly	Damp dust + Detergent
Hard plastics	Clean and disinfect as soon as you become aware	Detergent + Disinfectant	Clean and disinfect at least daily or every shift change	Detergent + Disinfectant	Clean weekly	Detergent
Metal surfaces (stainless steel, uncoated steel, zinc coated steel, aluminium)	Clean and disinfect as soon as you become aware	Detergent + Disinfectant* *uncoated steel is more susceptible to rust when disinfected. Disinfect only when necessary, and treat for rust as appropriate	Clean and disinfect at least daily or every shift change	Detergent + Disinfectant	Clean weekly	Detergent
Painted metal surfaces	Clean and disinfect as soon as you become aware	Detergent + Disinfectant	Clean and disinfect at least daily or every shift change	Detergent + Disinfectant	Clean weekly	Detergent
Deliberately Greased or Oiled metal surfaces	Clean as soon as you become aware	Clean according to manufacturer's recommendations	Clean at least daily or every shift change	Clean according to manufacturer's recommendations	Clean weekly	Clean according to manufacturer's recommendations

	Following suspected or confirmed case		Routine cleaning			
	Any Surface	Method	Frequently touched surfaces	Method	Infrequently touched surfaces	Method
Wood	Clean and disinfect as soon as you become aware	Detergent + Disinfectant	Clean and disinfect at least daily or every shift change	Detergent + Disinfectant	Clean weekly	Damp dust + Detergent
Laminate	Clean and disinfect as soon as you become aware	Detergent + Disinfectant	Clean and disinfect at least daily or every shift change	Detergent + Disinfectant	Clean weekly	Detergent
Glass	Clean and disinfect as soon as you become aware	Detergent + Disinfectant	Clean and disinfect at least daily or every shift change	Detergent + Disinfectant	Clean weekly	Detergent
Concrete (polished)	Clean and disinfect as soon as you become aware	Detergent + Disinfectant	Clean and disinfect at least daily or every shift change	Detergent + Disinfectant	Clean weekly	Detergent
Concrete (rough)	Clean and disinfect as soon as you become aware	Detergent + Disinfectant	Clean and disinfect at least daily or every shift change	Detergent + Disinfectant	Clean weekly	Vacuum (HEPA) or Detergent
Leather	Clean and disinfect as soon as you become aware	Clean and disinfect according to manufacturer's recommendations	Clean and disinfect at least daily or every shift change	Clean and disinfect according to manufacturer's recommendations	Clean weekly	Clean according to manufacturer's recommendations

	Following suspected or confirmed case		Routine cleaning			
	Any Surface	Method	Frequently touched surfaces	Method	Infrequently touched surfaces	Method
Fabric	Clean as soon as you become aware	Detergent + Steam clean If launderable, wash on warmest possible setting according to manufacturer's recommendations with laundry detergent	Clean at least daily or every shift change	Detergent + Steam clean If launderable, wash on warmest possible setting according to manufacturer's recommendations with laundry detergent	Clean weekly	Vacuum (HEPA) Damp dust + Detergent If launderable, wash on warmest possible setting according to manufacturer's recommendations with laundry detergent