



# COVID-19 SAFETY PLAN

This COVID-19 Safety Plan provides a clear set of measures with regards to how Thorndon Club will be approaching Alert Level 2 which allows for members to make use of the facilities in a regulated manner that aligns with NZ government requirements

The COVID-19 pandemic is an evolving situation – This Safety Plan will be reviewed regularly, and changes made as required.

## Club details

CLUB NAME: THORNDON CLUB
CONTACT PERSON NAME: BRAD WATTS
CONTACT PERSON PHONE: 0273905892
NEXT REVISION DATE: 23/06/2020

## Club goal/statement

Our Club is a multi-sport club with staff. To manage the health and safety requirements the Executive Committee has implemented the following measures so we can:

- Keep paid and voluntary staff healthy and safe
- Reduce the chances of COVID-19 recurring in the community, and
- To ensure that the club can continue to operate without the possibility of another lockdown period being required.

The safety plan was developed with reference to the following resources:

- <https://covid19.govt.nz/>
- <https://www.squashnz.co.nz/for-clubs/covid-19.cfm>
- <https://tennis.kiwi/covid-19/>
- <https://sportnz.org.nz/covid-19/>

Check box column	What measures are in place	Who is responsible?
e.g. ✓	Contact tracing posters displayed clearly at the entrance to courts	Club Manager
<b>PLANNING AHEAD</b>		
✓	We have planned to supervise the club to assist with management of health and safety factors by: Providing suitable cleaning procedures for high touch areas will be carried out daily during the Club Managers inspection Providing suitable cleaning products available for all those that wish to use the club facility	Club Manager
✓	We are ensuring club representatives & contractors that are involved in active supervision of the courts are remaining safe by having them: <ul style="list-style-type: none"> <li>• Inducted in relation to the role they are to perform</li> <li>• Provided with PPE &amp; cleaning products where required</li> <li>• Maintain physical distancing of at least 1 metre where possible</li> </ul>	Club Manager
<b>ACCESSING THE CLUB</b>		
✓	We have clearly communicated that the booking system is back operating as per normal with COVID-19 restrictions still in place. This is visible on our website, social media pages and has been communicated directly to all members via email (mailchimp)	President/Club Manager
✓	We have implemented a contact tracing process using the <a href="https://simpletrace.nz/">https://simpletrace.nz/</a> the QR code will be available for members and visitors on entry to complete the sign on process	Club Manager

## COVID-19 safety plan

Check box column	What measures are in place	Who is responsible?
<b>SIGNAGE</b>		
✓	We have displayed a contact tracing information poster at entrance to the club instructing users to check in for each visit	<i>Club Manager</i>
✓	We have put Safety Guidelines for Tennis & Squash up at the entrance to the club	<i>Club Manager</i>
✓	We have put up signs advising court users must take everything they brought to the club away with them when they leave, including rubbish	<i>Club Manager</i>
<b>CLEANING &amp; HYGENE</b>		
✓	We will have cleaning agents & hand sanitizer available for court users to use before and after they have played <b>at the entrance of our club, in the club lobby &amp; outside each of the squash courts</b>	<i>Club Manager</i>
✓	If it is identified that a COVID-19 carrier uses the club courts, we will close the club until appropriate cleaning measures can be conducted. Those cleaning measures will involve the <b>CM Office Services</b> (designated contractors) conducting a thorough clean of all areas accessible to club members during this period	<i>Club Manager</i>
✓	We have ensured all common areas (e.g. clubrooms, toilets & showers) are always cleaned thoroughly and have sanitizer or soap & water available	<i>Club Manager</i>
<b>CLUB EQUIPMENT</b>		
✓	We have provided additional sanitizer stations to combat high contact areas (e.g. bookings pc, club entrance, squash court doors)	<i>Club Manager</i>
✓	We have removed any other items that do not need to be on courts at this time (e.g. squeegees, scoreboards, tennis equipment)	<i>Club Manager</i>
<b>COMMUNICATIONS</b>		
✓	We have identified on our website, social media pages, club member communications and on signage at the club who should be contacted in the event of any court user having concerns about something observed at the club	<i>Club Manager</i>
✓	We have displayed this safety plan clearly for court users to view	<i>Club Manager</i>

### Notes:

- All courts & facilities are now readily available for use and can be booked online via our website ([www.thorndonclub.co.nz](http://www.thorndonclub.co.nz))
- For all non-member bookings these are managed via the Club Manager
- The Club Sauna remains unavailable at this time