



COVID-19 SAFETY PLAN

Implementation Guide (Level C)

This document has been adapted with thanks to Hobart Wheelers/Dirt Devils Inc.

Planning

The focus when planning an event should be on 'Get In, Race/Ride' and 'Get Out'.

Requirements include:

- Appointing a COVID-19 Event Coordinator.
- Implementing discipline specific requirements.
- Limiting Commissaires to the minimum number. Any other volunteers or officials should only be appointed for safety purposes.
- Preparing a contingency plan for absenteeism among volunteers.
- No presentations, prize giving should be conducted virtually or not conducted at all (i.e. prizes sent at a later date).
- Not organising an end of activity meal or other social activity.
- Only using essential equipment.
- No BBQ, food or drinks.
- Limiting spectators (except parents of junior riders).

Pre-event

- All entries and payments are taken online only.
- All Commissaires and First Aid Personnel should complete the COVID-19 Infection Control Training.
- The following details must be posted in the information for riders:
 - *All registration is online.*
 - *You will adopt a 'Get In', Race/Ride' and 'Get Out' Approach.*
 - *You will follow all safety guidelines and directives of the Club.*
 - *You must not attend if in the last 14 days you have been unwell (cough, sore throat, fever or shortness of breath) even if mild or had close contact with a known or suspected case of COVID-19.*
 - *You must leave immediately if you demonstrate any symptoms of COVID-19 during the event.*
 - *Your contact information may be made available to the Tasmanian Health Department in the event of a positive COVID-19 case from one of the participants.*
 - *It is strongly recommended that you download and activate the COVIDSafe App.*
- Provide all registered riders with a rider briefing (via email) including:
 - An overview of conditions of participation (numbers, prizing process, arrival times and registration).
 - A reminder on any hygiene practices that will be in place.
 - Clarification on 'How To Pass' other riders.
 - A reminder that Participants should bring their own food and/or drink.
 - A reminder on 'Get In, Race/Ride, Get Out'.
 - A reminder not to touch other people's equipment.
 - Advising that shared cable cutters will not be available.
 - Request that they limit bringing spectators.
 - Links to mental health resources.

(refer to template email to use for this briefing)

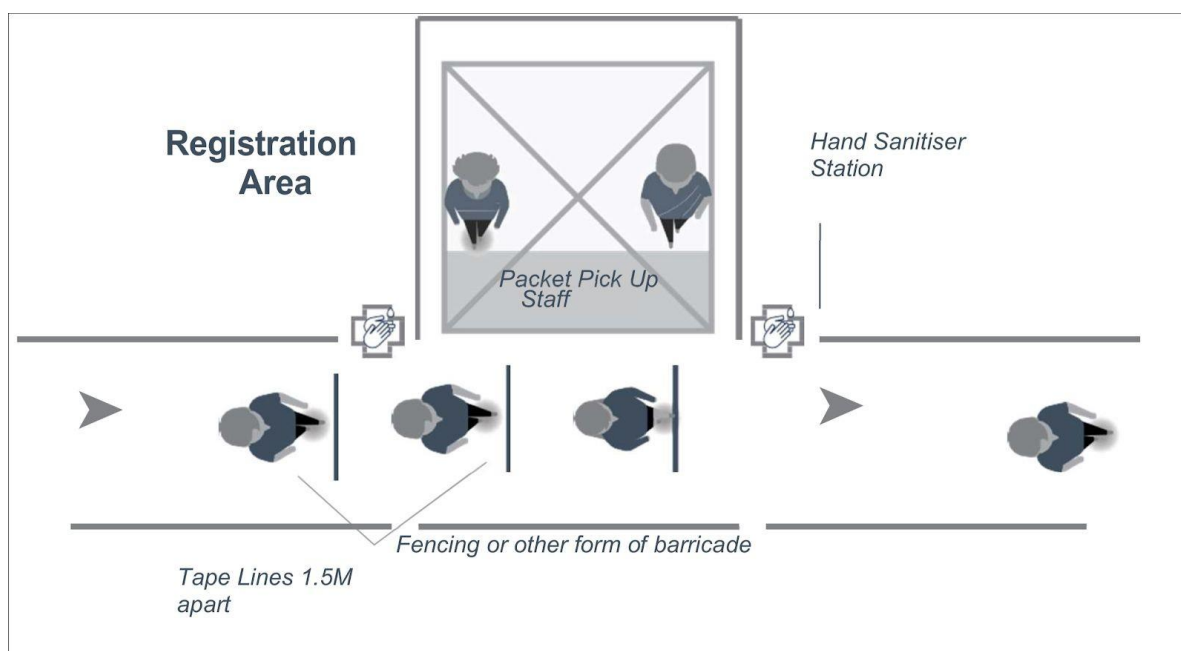
- Provide a briefing for all officials and volunteers (via email) on the requirements outlining any specific practices including:
 - Hygiene practices that will be in place.
 - How to interact with participants.
 - Links to any relevant information.

(refer to template email to use for this briefing)

- Provide any rider lists to officials electronically.
- Prepare rider packs (with numbers and cable ties) wearing disposable gloves. All items should be provided in one pack and labeled with the rider's name.

Setting-up

- Sanitising alcohol-based dispensers should be provided near the start and finish.
- Put up signage providing guidance on:
 - Physical Distancing Guidelines
 - COVID-19 Symptoms
 - Hygiene Guidelines
- The registration area should be set out to limit contact between riders and officials. The area must be set up as follows: (see diagram below).
 - A dedicated entrance and exit for limited one-way foot traffic.
 - Hand sanitiser at the entrance and exit.
 - Temporary physical distancing on the ground for queues.
 - With the required level of physical distancing between volunteers working at registration.
 - Limited physical interaction - rider packs need to allow for handoff without touching the riders hands.
 - Consider whether a greeter is needed to keep people from congregating and moving in the prescribed manner.



- Designate an isolation area for anyone at the event who develops COVID-19 symptoms. This area must be 4m² and clearly marked.
- Set up an area to return numbers. The area must be set up as follows:
 - A dedicated entrance and exit for limited one-way bike traffic.
 - Temporary physical distancing on the ground for queues.
 - Boxes to return equipment.
 - Gloves and cable cutters for the volunteer removing numbers from bikes.
- Toilets must include soap, hand sanitiser and paper towel.

Post event

At the end of the activity participants should 'Get Out'.

Requirements include:

- Ensuring there is someone responsible for collecting numbers.
- Post any results online not at the venue.
- All equipment and surfaces used to conduct the event to be disinfected including for example:
 - Tables
 - Chairs
 - Cable cutters
 - Bins
 - Marquee poles
 - Timing equipment
- Plastic numbers must be washed or individually wiped.
- The COVID-19 Event Coordinator to email to the Executive Committee COVID-19 Safety Coordinator a copy or photo of the:
 - completed COVID-19 Event checklist (*refer to template*)
 - list of riders who attended the event
 - list of event officials.
 - Details of any participant or other person that was asked to leave the event due to symptoms.

Key Event Specific Requirements

Downhill and Gravity Enduro

- Provide queuing that maintains 1.5m distancing (mark 1.5m lines on ground).
- Separate vehicle load times to maintain 4m² per rider at shuttle loading area.

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- Call up boxes to be large enough to accommodate 1.5m distancing and 4m² per rider.
- Minimum 1.5m grid distancing (boxes and rows) at start.