

## KILSYTH BASKETBALL – COVID VENUE MANAGEMENT PLAN

07 December 2020

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## COVID Venue Managers - Venue Safety Plan

### 07 December 2020

This questionnaire has been developed to assist managers of Indoor Venues/Stadiums to develop a Venue Safety Plan. This can also be used by Clubs/Associations that hire indoor venues and will be responsible for the entire facility for the term of the hire period.

#### Name of Venue required

Kilsyth Sports Centre – Liverpool Road Kilsyth & Lilydale High School Hutchinson Street & Oxley Chirnside Park.

#### Name of Association required

Kilsyth & Mountain Districts Basketball Association

#### Primary Contact Person required

Will van Poppel

#### Primary Email required

will.vanpoppel@kilsythbasketball.com.au

#### Secondary Contact Person required

Mark Watkins

#### Secondary Email required

Mark.watkins@kilsythbasketball.com.au

### COVID Planning

Have you been in contact with your Landlord and advised the return to indoor venues for sport?

☐ ✓Yes

☐ No

Have you determined the number of separate spaces that exist within the venue under the rules?

☐ ✓Yes

☐ No

**How many separate court spaces have you established exist in your venue?**

Under the current rules and guidelines Kilsyth Stadium has 6 separates spaces, Lilydale has 4, Oxley 5 which comply with the capacity limits as outlines by DHHS and Sport and Recreation Victoria.

And

Basketball Victoria Guidelines 07 / 12 /2020 – COVID SAFE

Gatherings and Social Distancing – What will be done to implement social distancing requirements and manage occupancy limits?

**How will you manage Arrival and Departure at the venue to ensure social distancing and compliance?**

A 3 Bio-Safety officers will on duty who will direct patrons to the required area and ensure social distance rules are followed by all patrons.

Signage is placed around the stadium.

Bio-Safety officer will be on the front entry greeting people and providing instruction and reinforcing of the rules of entry.

Have you considered processes to minimise congestion for car park, drop off and pick up areas?

Yes

Do you have designated separate entry points and exit points mapped out and clearly marked throughout the venue?

Yes

Have you considered traffic flow planning to reduce congestion and gatherings?

Yes

How will you prevent cross-over of participants on playing areas, such as all players/teams leaving a court before the next players/team enter

We will have separated entry and exit points for all patrons – to minimised crossover, as optional for patrons.

**How will you manage occupancy limits and compliance with restrictions at the venue?**

We will have the Bio-Officers / Supervisors / Venue Managers conducting patrons counts by court and will be utilising QR code system to record entry of patrons.

**What will you do to ensure social distancing and occupancy compliance for waiting or potential congestion areas?**

Signage and Staff, Bio-Safety officers and way finding signage as required.

Do you have signage on social distancing, occupancy limits per space, and maps clearly showing each separate space?

Yes

Will you use floor markings outlining where to stand at entry/reception, canteen, spectator areas (around courts/seating)?

Yes

Have you arranged for barriers and bollards where necessary to control congestion and traffic flow . if required?

Yes

Will you be using volunteers or paid staff to monitor the entry/reception?

Paid

**Hygiene - How will you ensure required hygiene standards are maintained?**

Have you displayed COVID-19 hygiene and safe sanitising posters around the venue?

☐ ✓Yes

☐ No

Will hand sanitiser be easily accessible throughout the venue?

☐ ✓Yes

☐ No

Will toilets be adequately supplied and topped up with soap?

☐ ✓Yes

☐ No

Have you arranged sufficient supplies of hygiene and cleaning materials and supplies?

☐ ✓Yes

☐ No

**What are the cleaning protocols and procedures for high contact areas – attendance recording area, reception, desks, canteen, player benches, score benches, laptops, vending machines, toilets, change rooms?**

As per the BV guidelines COVID SAFE . – 90 people per court Kilsyth Cap.

All cleaning major areas completed daily, and sanitising completed daily

High touch areas such as Score Benches. laptops, computer, balls clean and sanitised before, between and after each game on each court.

Will you be arranging additional cleaning for the venue?

☐ ✓Yes

☐ No

**If Yes – Outline what? If No – Outline Why?**

Sanitising daily and general cleaning as required

**How will venue/court hirers understand their hygiene obligations?**

They will be provided with a safety plan template and will be required to completed the BV hirers obligations proforma document.

**Safe Environment - How will you ensure everyone knows how to keep themselves and others safe from exposure to COVID-19?**

Do you have signage throughout the venue on social distancing, flow of traffic, restriction rules?

☐ ✓ Yes

☐ No

Have staff, players, parents, coaches, and officials all been provided information on the compliance requirements and expectations?

☐ ✓Yes

☐ No

**How does your program continue to ensure you provide a safe environment for children?**

The safety plan outlines the program and being COVID safe. All staff, referees and Bio-Safety officers have completed the government COVID infection control training.

Patron education program which includes all the documents required for the safety plan.

**How are you are providing a safe environment for staff, volunteers, and officials?**

The safety plan outlines the program and being COVID safe. All staff, referees and Bio-Safety officers have completed the government COVID infection control training.

Patron education program which includes all the documents required for the safety plan.

Have you arranged for sufficient number/s of trained BSO's? required

☒ Yes

☐ No

**Risk and Response Planning - How will you respond to an exposure or suspected exposure to COVID-19 within your premises or organisation?**

**1. ISOLATE**

Prevent the spread. Isolate the person from others and provide a disposable surgical mask, if available, for the person to wear.

**2. SEEK ADVICE**

Call your state or territory helpline. Follow advice of public health officials.

**3. TRANSPORT**

Ensure the person has transport to their home or to a medical facility.

**5. IDENTIFY & INFORM**

Consider who the person has had close contact with. If instructed by public health officials, tell close contacts they may have been exposed and follow advice on quarantine requirements.

**6. REVIEW**

Review risk management controls relating to COVID-19 and review whether work may need to change. Consult workers on WHS issues.

**4. CLEAN**

Clean and disinfect the areas where the person and close contacts have been. Do not use those areas until this process is complete. Use PPE when cleaning.

**Please outline your process for collecting attendance details for all persons entering the venue?**

PlayHQ, and QR code readers.

Are all participants registered via PlayHQ with current contact details?

☐ ✓ Yes

☐ No

**Have all staff and/or volunteers been made aware of the Response Planning Process to follow in the instance of a COVID-19 incident? If Yes – Outline how you have communicated your plan? If No – Outline your plan for communicating your plans? Required**

Yes, the process is included in the safety plan and follows Work Cover guidelines and is forms part of the staff briefings.

# COVID Hirers Obligations Form – Clubs & Association

This Checklist can be used by Clubs and Associations that are hiring courts at a facility that is managed by an external management group (Council/YMCA/Belgravia/Aligned/SSV/Other).

Generally, the responsibility of the Venue Manager is to develop a Venue Safety Plan that addresses COVID safety signage, entry/exit, congestion points, reception, traffic flow, canteen, toilets, change rooms, the supply of some sanitiser in common areas and general cleaning.

Hirers will, as a minimum, be responsible for their patrons' compliance with government restrictions, including maintaining attendance records, attendee safety and hygiene practices, occupancy levels relating to hired area/s, behaviour of attendees, social distancing, and compliance with the instructions of the Venue Manager. Affiliated BV members are recommended to have read, understood and apply the BV Return to Sport Guidelines and all updated Restriction Level Summaries, which have been developed in line with government restrictions and advice.

## Name of Club/Association \*

Kilsyth and Mountain Districts Basketball Association

## Primary Club/Association Contact \*

Helen

Harris

## Primary Email \*

Helen.harris@kilsythbasketball.com.au

## Secondary Club/Association Contact \*

Will van Poppel

Last

## Secondary Email \*

will.vanpoppel@kilsythbasketball.com.au

## COVID Plan

Have you been in contact with your respective Venue Managers (Council/School/External Management Group – YMCA/Belgravia/Aligned) to discuss returning to the indoor venue/s and booking requirements? \*

Yes

Have you provided the Venue/Facility Owner/Landlord a copy of the BV RTS Guidelines and updated Restriction Level Summary Guides? \*

Yes

All activities as per the COVID Venue Safety plan - attached





# RETURN TO SPORT GUIDELINES

COVID-19 RECOVERY



AS OF MONDAY 7 DECEMBER 2020 | VERSION 6

## BASKETBALL VICTORIA HAS DEVELOPED RETURN TO SPORT GUIDELINES SPECIFIC TO BASKETBALL ASSOCIATIONS AND PROVIDERS WITHIN VICTORIA IN CONJUNCTION WITH BASKETBALL AUSTRALIA.

The guidelines are designed to provide our 161 associations and over 500 clubs (herein referred to as 'members') with the framework for reactivating our sport in a safe and suitable manner.

In formulating these guidelines, Basketball Victoria aims to provide our members with clarity about what and how basketball activities can resume depending upon the different levels of restriction likely to be imposed by state and federal governments during the remainder of the COVID-19 pandemic.

Clubs and associations must also work with other stakeholders such as venue owners and managers (e.g. local councils and schools) who may have their own requirements for use of their facilities.

These guidelines are developed with the primary intention of restricting the number of people within stadiums at any one time to reduce the chances of person-to-person transmission of COVID-19. The guidelines differ according to the number of courts per stadium and the level of restrictions imposed by the state and federal governments. They should be viewed as the minimum requirements for a return to sport and, it should be noted that, Basketball Victoria encourages all members to minimise attendance of non-participating persons where possible.

### THE PRINCIPLES OF THESE GUIDELINES ARE:

- Participant health and safety
- Compliance with Government COVID-19 restrictions
- Alignment with AIS Guidelines
- Consistency with the Rules of Basketball

There are five reactivation levels specific to the return of individual activities. These levels are coded to reflect the maximum number of participants allowed, with RED-0 signifying the highest level of restriction as provided by Government Restrictions, the classification of the AIS and Basketball Australia. It is possible that, with the winding back of government restrictions, reactivation levels will be altered to be consistent with the advice from government at the time. Basketball Victoria will list the current reactivation level for each type of activity on our website for members to reference as needed.

These guidelines have been shared with the state government, and as such, may be used as a guide by government agencies to determine our sport's compliance with restrictions. In addition, Basketball Victoria will have designated venue audit staff attending venues throughout the state to ensure members are adhering to the principles of the guidelines. These staff will attend venues in an adhoc manner and will complete a venue audit whilst in attendance.

Members will be required to nominate a Biosafety Officer (BSO) whenever their venue is in use for training or games. This person may perform other duties at the same time, such as Referee, Referee Supervisor or Court Supervisor, Door Keeper or Cashier depending on the size of the venue and the general operations of the stadium. The BSO must not be responsible for more than four (4) courts at any one time. The BSO must complete a venue checklist for each shift and return it to management to be retained for a minimum of 21 days.

***As there is a chance of future cases on COVID-19 throughout sport, we ask that Basketball Victoria be informed of any issues related to the COVID-19 pandemic affecting your club or association, especially any new cases of infection.***

**RED-0**

No group activities

**RED-10**

Activities or gathering of a maximum of 10 people per court

**ORANGE-20**

Activities or gathering of a maximum of 20 people per court

**ORANGE-50**

Activities or gathering of a maximum of 50 people per court\*

**COVIDSAFE**

Activities or gatherings permitted under Victorian Government COVIDsafe conditions

\* Excluding venue staff and those required to facilitate the game.

# THE LEVELS OF REACTIVATION WILL BE APPLIED TO BASKETBALL ACTIVITIES IN THE FOLLOWING CATEGORIES:

## TRAINING

Including but not limited to, training for domestic or elite team, both indoor and outdoor

## COMPETITION

Including but not limited to, domestic, recreational, schools and elite competitions played, both indoor and outdoor

## DEVELOPMENT

Including but not limited to, Aussie Hoops, Junior Development Programs and Camps

### RED-0

This level will require members and teams to stop training and games and to avoid gatherings with people not from the same household. At this level, participants should not be sharing any equipment and all efforts should be made to sanitise equipment before, during and after use. Individuals may continue to train and exercise outside of stadiums provided they adhere to the relevant state and federal government restrictions.

### RED-10

**From this point onwards, members will be required to appoint a Biosafety Officer whenever their venue is in use for training or games. Some basketball activities may resume, up to gathering of a maximum of 10 people per court plus required coach/team manager.** This restriction will focus heavily on training. All competition would need to take place without spectators. Members should consider competition age groups that are most suitable for participation at this time due to the restriction on the attendance of parents and/or guardians. Where minors are involved, noting that there will be greater responsibility on coaches and team managers, members are reminded to consider the suitable child protection requirements for the age group, noting that parents will determine if they are comfortable with their child participating. This level will enable teams to resume training in small groups, whereby the number of participants does not exceed 10, **plus** required coach/team manager.

### ORANGE-20

This level should allow for a controlled return to 5x5 basketball competition or training. The number of players per team may need to be reduced to accommodate a maximum gathering of 20 people depending on whether government restrictions will include coach/es, and official/s in the total number per court. Members should consider competition age groups that are most suitable for participation at this time. This may include consideration of how participants travel to and from games and relevant child protection requirements for the age group as all competition may need to take place without spectators.

### ORANGE-50

This level allows for a controlled number of spectators to return to stadiums to watch games with the maximum number of 50 people per court including players and spectators. This level should allow for teams to compete in competitions with full size rosters specific to the competition in which they are playing. Members may need to consider additional staffing requirements to monitor and manage the number of patrons within a stadium at this level over and above the requirement of a BSO.

### COVIDSAFE

Activities or gathering permitted at this level must follow a 1 person per 4m<sup>2</sup> density quotient. Social Distancing rules apply and seated venues can have upto 75% capacity or 1000 people, which ever is the lesser.

# THIS DOCUMENT PROVIDES MEMBERS WITH SEVERAL RESOURCES AND GUIDELINES INCLUDED AS APPENDICES.

## These include:

- Biosafety Officer Position Description
- Game Day Checklist
- Player and Team Information
- Game Official Information
- Australian Government Public Health Warning and Specific Government Restrictions governing the basketball competitions

The number of individuals that can be present at each court

Teams must immediately vacate the court and the venue on completion of the competition

A game cannot commence until the BSO has completed a head count

Individuals who are over 65 years of age or have a chronic medical condition are recommended not to enter the venue

An individual who is acutely unwell, has a viral illness or symptoms (listed) of a viral illness are not permitted to enter the venue

- 'How to' guide on the sanitisation of equipment

## INDOOR SPORTS STADIUM

The reactivation levels will pose some additional management requirements on members. Basketball Victoria encourages members to plan accordingly to ensure a smooth transition back to sport during the COVID-19 pandemic based on the size and operations of each venue. It is impossible to set out definitive guidelines for each venue. Members need to consider the specific circumstances of each venue that they use.

Basketball Victoria requires the use of separate ENTRY and EXIT doors and recommend the use of electronic door counters to monitor stadium occupancy (e.g. Apps such as Tally). A venue where there is only one entry/exit may need to start on a smaller scale than a venue where people can enter through one door and exit from another (e.g. Fire Exit). These guidelines require defined gaps between games and activities to minimise the risk of participants from different games/activities crossing paths.

Basketball Victoria recognises that Indoor Sports Stadiums (Basketball Stadiums) are large scale venues with significantly more open space per person than regular indoor

spaces. A basketball court, including 2m run off, is 608m<sup>2</sup> and 4560m<sup>3</sup> (volume). Our Return to Sport Guidelines calculate venue access based on the maximum number of people per court at each level of the reactivation strategy.

Basketball Victoria limits the number of spectators during our CovidSafe level to 40 per court based on a standard court. This is equivalent to 1 person every 1.5m along the 2 baselines and 1 sideline, leaving the remaining sideline clear for participants. Stadiums that do not have clear space on these three sides of their courts will need to impose further reductions.

During the CovidSafe level, competitions would be able to have a number of spectators to fulfil a total of 100 people on a court where the venue has sufficient seating to permit, whilst allowing safe social distancing.

## FACE MASKS

During the Covid-19 Pandemic, face masks may be worn by players and officials if they consider it necessary. Masks must be of a non-abrasive, soft material such as paper or cloth and attached to the ears with elastic.

If you are considering wearing a face mask whilst playing basketball or officiating, we recommend that you seek medical advice prior to doing so to ensure that you understand any personal risks associated with wearing a face mask during physical exercise, such as jogging or running. You should limit your court time and if you are experiencing shortness of breath or dizziness you should immediately take a break until you return to normal and consider removing the mask.

## FAQ

### Does this mean all non-participating people in a stadium should wear a mask – parents, staff and volunteers?

- Subject to Government restrictions, face masks must be worn when/where mandatory restrictions are in place and when/where they are not mandatory, they are recommended when social distancing cannot be maintained.

### Do players and referees need to wear a mask?

- During the Covid-19 Pandemic, face masks may be worn by players and officials during trainings or games if they consider it necessary.
- Face masks are recommended for players and officials before and after trainings or games when social distancing cannot be maintained and a requirement when mandatory orders are in place.

# MAXIMUM VENUE CAPACITY TABLE

	RED-0			RED-10			ORANGE-20			ORANGE-50			COVIDSAFE		
Courts	PAX	Tot m2	m2 P.P.	PAX	Tot m2	m2 P.P.	PAX	Tot m2	m2 P.P.	PAX	Tot m2	m2 P.P.	PAX	Tot m2	m2 P.P.
1	0	608	N.A.	10	608	61	20	608	30	50	608	12	144	608	4
2	0	1216	N.A.	20	1216	61	40	1216	30	100	1216	12	288	1216	4
3	0	1824	N.A.	30	1824	61	60	1824	30	150	1824	12	432	1824	4
4	0	2432	N.A.	40	2432	61	80	2432	30	200	2432	12	576	2432	4
5	0	3040	N.A.	50	3040	61	100	3040	30	250	3040	12	720	3040	4
6	0	3648	N.A.	60	3648	61	120	3648	30	300	3648	12	864	3648	4
7	0	4256	N.A.	70	4256	61	140	4256	30	350	4256	12	1008	4256	4
8	0	4864	N.A.	80	4864	61	160	4864	30	400	4864	12	1152	4864	4
9	0	5472	N.A.	90	5472	61	180	5472	30	450	5472	12	1296	5472	4
10	0	6080	N.A.	100	6080	61	200	6080	30	500	6080	12	1440	6080	4
11	0	6688	N.A.	110	6688	61	220	6688	30	550	6688	12	1584	6688	4
12	0	7296	N.A.	120	7296	61	240	7296	30	600	7296	12	1728	7296	4
13	0	7904	N.A.	130	7904	61	260	7904	30	650	7904	12	1872	7904	4
14	0	8512	N.A.	140	8512	61	280	8512	30	700	8512	12	2016	8512	4
15	0	9120	N.A.	150	9120	61	300	9120	30	750	9120	12	2160	9120	4

**PAX** Total number of people within the venue including participants and spectators where allowed.

**Tot m2** Total square meters within the venue based on the total number of courts in the venue. This number is court area only and does not include additional communal areas such as foyers, thoroughfares, toilets etc.

**m2 P.P.** This is the average area available to each individual based on Total Square Meters divided by the Total number of people in the venue.

# TRAINING - INDOOR

Indoor training is determined as planned or unplanned sessions performed by athletes whether with or without a coach. This policy is designed to limit the transmission of COVID-19 from athlete to athlete and to ensure the environment remains safe. Members are encouraged to establish effective procedures that will ensure adherence to these guidelines especially when training is scheduled to be conducted outside normal business hours. This will include the appointment of a BSO to monitor venues during training days/times.

**Note: Greater restrictions are placed on unplanned or casual sessions as contact tracing is harder to manage. It is vital to containing potential outbreaks that accurate records are maintained for at least 21 days.**

INDOOR TRAINING ACTIVITY	RED-0	RED-10	ORANGE-20	ORANGE-50	COVIDSAFE
Group Training (Domestic & Rep)	Banned	Max 10 players per court	Max 20 players per court	Max 20 players per court	Unrestricted
Casual Shoot Around	Banned	Max 10 players per court. Participants name and phone number must be recorded	Max 12 players per court. Participants name and phone number must be recorded	Max 12 players per court. Participants name and phone number must be recorded	Recommended
Basketballs in stadiums	Not Applicable	Players to supply their own balls. All balls to be sanitised at venue prior to use	Players to supply their own balls. All balls to be sanitised at venue prior to use	Players to supply their own balls. All balls to be sanitised at venue prior to use	Players to supply their own balls. All balls to be sanitised at venue prior to use
Training length	Not Applicable	Max 40 minutes	Max 40 minutes	Max 60 minutes	Unrestricted
Break between sessions	Not Applicable	Min 20 minutes	Min 20 minutes	Min 20 minutes	Unrestricted
Coaches / Team Manager / Team Officials/BSO	Coaches use online forums to conduct sessions and remain connected with athletes.	Max 2	Max 2 per team	As required	Unrestricted
Participant Arrival Time	Not Applicable	Max 10-minute prior	Max 10-minute prior	Maximum 10-minute prior	Unrestricted
Sessions (suggested)	Not Applicable	1 session per week per team	1 session per week per team	1 session per week per team	As required
Structured Non-Contact Drills	Not Applicable	Permitted	Permitted	Permitted	Permitted
Scrimmage	Not Applicable	Banned	As per Govt. regulations	Permitted	Permitted
Shaking of hands / High Fives	Not Applicable	Banned	Banned	Banned	Avoid where possible
Spectators	Not Applicable	No Spectators	Each child is limited to one parent, guardian or carer only, where the child requires parental supervision.	Each child is limited to one parent, guardian or carer only, where the child requires parental supervision.	Max 1 per 4m2
Face Masks	Not Applicable	Participants – If desired. All other patrons – As per relevant Gov Requirements for your location.	Participants – If desired. All other patrons – As per relevant Gov Requirements for your location.	Participants – If desired. All other patrons – As per relevant Gov Requirements for your location.	Players, Referees & Coaches aged 12 year or older, not required during games, must wear on entry and exit of stadium. All other patrons – recommended unless medically exempt.
<b>Total (exc. Court Super)</b>	<b>0</b>	<b>12</b>	<b>20</b>	<b>44</b>	

INDOOR TRAINING VENUE	RED-0	RED-10	ORANGE-20	ORANGE-50	COVIDSAFE
Bench seating	Venue closed	Remove where possible	Player Benches only	Player Benches only	Unrestricted
Canteens	Venue closed	Follow Social Distancing	Follow Social Distancing	Follow Social Distancing	Permitted
Cash handling	Venue closed	Avoid where possible	Avoid where possible	Avoid where possible	Avoid where possible
Changerooms	Venue closed	Closed	Closed	Density Limits Apply	Density quotient 1 per 4m2
Court cleaning	Venue closed	Daily	Daily	Daily	As Required
COVID-19 Health Signage on Entry	Venue closed	Mandatory	Mandatory	Mandatory	Mandatory
Designated ENTRY & EXIT point	Venue closed	Mandatory	Mandatory	Mandatory	Desired
General seating areas	Venue closed	Remove where possible	Remove where possible	Patrons must adhere to social distancing rules	Unrestricted
Hand sanitiser on Entry	Venue closed	Mandatory	Mandatory	Mandatory	Mandatory
Hand sanitiser on Score bench	Venue closed	Mandatory	Mandatory	Mandatory	Mandatory
Infrared temperature testing	Venue closed	Recommended	Recommended	Recommended	Not Required
Public water fountains	Venue closed	Closed	Closed	Closed	Closed
Retail/merch stores	Venue closed	Closed	Closed	Follow Social Distancing	Density quotient 1 per 4m2
Sanitise Score bench	Venue closed	Before and after session	Before and after session	Before and after session	Before and after session
Sanitise Scoreboard control	Venue closed	Before and after session	Before and after session	Before and after session	Before and after session
Social distancing	Venue closed	As per Gov regulations	As per Gov regulations	As per Gov regulations	As per Gov regulations
Toilets	Venue closed	Cleaned Daily, follow social distancing rules	Cleaned Daily, follow social distancing rules	Cleaned Daily, follow social distancing rules	Cleaned Daily
Vending Machines	Venue closed	Closed	Closed	Closed	Cleaned Daily



# TRAINING - OUTDOOR

Outdoor training is determined as planned or unplanned sessions performed by athletes whether with or without a coach. This policy is designed to limit the transmission of COVID-19 from athlete to athlete and to ensure the environment remains safe. Members are encouraged to establish effective procedures that will ensure adherence to these guidelines for organised outdoor sessions. This may include supplying each team manager with hand sanitiser and sanitising wipes to provide to participants. Members are also encouraged to communicate with the wider basketball community in their area on the safe use of outdoor facilities for unplanned sessions.

OUTDOOR TRAINING ACTIVITY		RED-0	RED-10	ORANGE-20	ORANGE-50	COVIDSAFE
Group Training (Domestic & Rep)		Banned	Max 10 players per court	Max 20 players per court	Max 20 players per court	Unrestricted
Basketballs for training		Not Applicable	Players to supply their own balls. All balls to be sanitised prior to use	Players to supply their own balls. All balls to be sanitised prior to use	Players to supply their own balls. All balls to be sanitised at venue prior to use	Players to supply their own balls. All balls to be sanitised at venue prior to use
Training length		Not Applicable	Max 60 minutes	Max 60 minutes	Max 60 minutes	Unrestricted
Break between sessions		Not Applicable	Unrestricted	Unrestricted	Min 20 minutes	Unrestricted
Coaches / Team Manager / Team Officials		Not Applicable	Max 2	Max 2 per team	Max 4 per team	Unrestricted
Participant Arrival Time		Not Applicable	Max 10-minute prior maintain social distancing from previous group if applicable	Max 10-minute prior maintain social distancing from previous group if applicable	Maximum 10-minute prior	Unrestricted
Structured Non-Contact Drills		Not Applicable	Permitted	Permitted	Permitted	Permitted
Scrimmage		Not Applicable	Banned	As per Govt. regulations	Permitted	Permitted
Shaking of hands / High Fives		Not Applicable	Banned	Banned	Banned	Allowed
Spectators		Not Applicable	Follow social distancing rules away from the training group	Each child is limited to one parent, guardian or carer only, where the child requires parental supervision.	Follow social distancing rules away from the training group	Follow social distancing rules away from the training group
Face Masks		Not Applicable	Participants – If desired. All other patrons – As per relevant Gov Requirements for your location.	Participants – If desired. All other patrons – As per relevant Gov Requirements for your location.	Participants – If desired. All other patrons – As per relevant Gov Requirements for your location.	Participants – If desired. All other patrons – As per relevant Gov Requirements for your location.
<b>Total (exc. Court Super)</b>		<b>0</b>	<b>12</b>	<b>20</b>	<b>24</b>	
<b>VENUE</b>	Hand sanitiser on Entry	Venue closed	Mandatory	Mandatory	Mandatory	Recommended
	Public water fountains	Venue closed	Closed	Closed	Closed	Allowed
	Social distancing	Venue closed	As per Gov regulations	As per Gov regulations	As per Gov regulations	As per Gov regulations



# COMPETITION - GENERAL

General competition is classified as 5 on 5, 3 on 3, Domestic and Elite Competitions of all age groups, both indoor and outdoor. General competition guidelines are relevant when the general participant attends a stadium for the purpose of playing in a single game. Members may need to consider which types of competitions or age groups are suitable during different reactivation levels. Teams may only enter the stadium at the scheduled time of their competition and must immediately leave the court and stadium when their competition has been completed. A head count must be made by the BSO prior to each game commencing

GENERAL COMPETITION GAME	RED-0	RED-10	ORANGE-20	ORANGE-50	COVIDSAFE
Indoor Competitions	Banned	Max 4 players per team	Max 7 players per team	Max 12 per team	As per competition rules
Outdoor Competitions	Banned	Max 4 players per team	Max 7 players per team	Max 12 per team	As per competition rules
Basketballs in stadiums	Banned	Max 2 per team	Max 2 per team	Max 2 per team	Unrestricted
Break between games	Not Applicable	Min 20 minutes	Min 20 minutes	Min 20 minutes	Unrestricted
Coaches / Team Manager / Team Officials	See RED-0 Training	Max 1 per team	Max 1 per team	Minimum number required	Unrestricted
Court / Referee Supervisors/ BSO	Not Applicable	Max 1 per 4 courts	Max 1 per 4 courts	As required	BSO not required
Participant Arrival Time	Not Applicable	Max 10-minute prior	Max 10-minute prior	Max 20-minute prior	Unrestricted
Participant Departure Time	Not Applicable	Max 10-minute post	Max 10-minute post	Max 10-minute post	Unrestricted
Referees	Not Applicable	Max 1 per game	Max 2 per game	As required	Unrestricted
Score Table / Stats Officials	Not Applicable	1 person	1 per team	As required	Unrestricted
Shaking of hands / High Fives	Not Applicable	Banned	Banned	Banned	Avoid where possible
Spectators / Parents / Guardians	Not Applicable	No spectators / parents / guardians	Each child is limited to one parent, guardian or carer only, where the child requires parental supervision.	Each child is limited to one parent, guardian or carer only, where the child requires parental supervision.	Venue capacity of 1 person per 4ms applies. Refer to Venue Capacity Table on page 4
Face Masks	Not Applicable	Participants – If desired. All other patrons – As per relevant Gov Requirements for your location.	Participants – If desired. All other patrons – As per relevant Gov Requirements for your location.	Participants – If desired. All other patrons – As per relevant Gov Requirements for your location.	Players, Referees & Coaches aged 12 year or older, not required during games, must wear on entry and exit of stadium. All other patrons - recommended unless medically exempt.
<b>Total Participants (exc. Court Super)</b>	<b>0</b>	<b>12</b>	<b>20</b>	<b>48</b>	

GENERAL COMPETITION VENUE	RED-0	RED-10	ORANGE-20	ORANGE-50	COVIDSAFE
Bench seating	Venue closed	Remove where possible	Player Benches only	Player Benches only	Unrestricted
Canteens	Venue closed	Closed	Follow Social Distancing	As per Gov Regulations	Unrestricted
Cash handling	Venue closed	Not Applicable	Avoid where possible	Avoid where possible	Avoid where possible
Cashiers / Customer Service	Venue closed	Max 2 person	Max 2 person	Max 1 person 4 courts	Unrestricted
Changerooms	Venue closed	Closed	Closed	Permitted 1 person per 4m2	Density quotient 1 per 4m2
Court cleaning	Venue closed	Daily	Daily	Daily	As Required
COVID-19 Health Signage on Entry	Venue closed	Mandatory	Mandatory	Mandatory	Mandatory
Designated ENTRY & EXIT point	Venue closed	Mandatory	Mandatory	Mandatory	Desired
General seating areas	Venue closed	Remove where possible	Remove where possible	Patrons must adhere to social distancing rules	Unrestricted. Patrons must adhere to social distancing rules
Hand sanitiser on Entry	Venue closed	Mandatory	Mandatory	Mandatory	Mandatory
Hand sanitiser on Score bench	Venue closed	Mandatory Players must utilise this at all breaks and substitutions	Mandatory Players must utilise this at all breaks and substitutions	Mandatory. Players must utilise this at all breaks and substitutions	Mandatory
Infrared temperature testing	Venue closed	Recommended	Recommended	Recommended	Not Required
Public water fountains	Venue closed	Closed	Closed	Closed	Closed
Referee rooms	Venue closed	Closed	Closed	Permitted 1 person per 4m2	Density quotient 1 per 4m2
Retail/merch stores	Venue closed	Closed	Closed	Follow Social Distancing	Density quotient 1 per 4m2
Sanitise Laptop, Tablets, Score Bench, Scoreboard Controller and Basketballs	Venue closed	Before and after game	Before and after game	Before and after game	Before and after game
Social distancing in areas with lines	Venue closed	As per Gov regulations	As per Gov regulations	As per Gov regulations	As per Gov regulations
Toilets	Venue closed	Cleaned daily, follow social distancing rules	Cleaned daily, follow social distancing rules	Cleaned daily, follow social distancing rules	Cleaned Daily
Vending Machines	Venue closed	Closed	Closed	Cleaned Daily	Cleaned Daily

# COMPETITION - DAYTIME & TOURNAMENTS

Daytime Competitions & Tournaments include but are not limited to events run by members or schools including Hooptime / VCC / Champions Cup and member run tournaments, whereby the same group of players and coaches are within a venue for an extended period of time, on the same day, to play multiple games. Organisers will ensure teams remain separated when not competing and that venue capacities are not exceeded. In the event that a venue does not have sufficient area for teams to wait safely between games outside the court area, consideration should be given to playing competition on every second court, or two of three courts in a three-court venue, to allow for additional safe space. Members will vacate the venue between games to ensure stadium capacity limits are not breached.

DAYTIME & TOURNAMENTS GAME	RED-0	RED-10	ORANGE-20	ORANGE-50	COVIDSAFE
Indoor Competitions	Banned	Banned	Banned	Max 10 per team	As per competition rules
Basketballs in stadiums	Banned	Banned	Banned	Max 2 per team	Unrestricted
Break between games	Not Applicable	Not Applicable	Not Applicable	Min 20 minutes	Unrestricted
Coaches	Not Applicable	Not Applicable	Not Applicable	Minimum required	Unrestricted
Court / Referee Supervisors/ BSO	Not Applicable	Not Applicable	Not Applicable	Max 1 per 2 courts	Unrestricted
Participant Arrival Time	Not Applicable	Not Applicable	Not Applicable	Max 10-minute prior	Unrestricted
Referees	Not Applicable	Not Applicable	Not Applicable	Max 2 per game	Unrestricted
Score Table / Stats Officials	Not Applicable	Not Applicable	Not Applicable	As required	Unrestricted
Shaking of hands / High Fives	Not Applicable	Not Applicable	Not Applicable	Banned	Allowed
Spectators at school events	Not Applicable	Not Applicable	Not Applicable	No Spectators	Max 1 per player
Teacher / Chaperones at school events	Not Applicable	Not Applicable	Not Applicable	As per Edu Dept requirements	As per Edu Dept requirements
Parents / Guardians at non-school events	Not Applicable	Not Applicable	Each child is limited to one parent, guardian or carer only, where the child requires parental supervision.	1 per player. Attendees must adhere to social distancing rules.	Venue capacity of 1 person per 4ms applies. Refer to Venue Capacity Table on page 4
Team Manager at non-school events	Not Applicable	Not Applicable	Not Applicable	As required	As required
Face Masks	Not Applicable	Participants - If desired. All other patrons - As per relevant Gov Requirements for your location.	Participants - If desired. All other patrons - As per relevant Gov Requirements for your location.	Participants - If desired. All other patrons - As per relevant Gov Requirements for your location.	Players, Referees & Coaches aged 12 year or older, not required during games, must wear on entry and exit of stadium. All other patrons - recommended unless medically exempt.
<b>Total Participants (exc. Court Super)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>50</b>	

DAYTIME & TOURNAMENTS VENUE	RED-0	RED-10	ORANGE-20	ORANGE-50	COVIDSAFE
Bench seating	Venue closed	Remove where possible	Player Benches only	Player Benches only	Unrestricted
Canteens	Venue closed	Closed	Closed	Follow Social Distancing	Unrestricted
Changerooms	Venue closed	Closed	Closed	Closed	Density quotient 1 per 4m2
Court cleaning	Venue closed	As required	As required	Daily	As Required
COVID-19 Health Signage on Entry	Venue closed	Not Applicable	Not Applicable	Mandatory	Mandatory
Designated ENTRY & EXIT point	Venue closed	Not Applicable	Not Applicable	Mandatory	Desired
General seating areas	Venue closed	Remove where possible	Remove where possible	Max 20 seats per court, spaced in accordance with social distancing rules	Unrestricted. Patrons must adhere to social distancing rules
Hand sanitiser on Entry	Venue closed	Mandatory	Mandatory	Mandatory	Mandatory
Hand sanitiser on Score bench	Venue closed	Not Applicable	Not Applicable	Mandatory Players must utilise this at all breaks and substitutions	Mandatory
Infrared temperature testing	Venue closed	Not Applicable	Not Applicable	Recommended	Not Required
Public water fountains	Venue closed	Closed	Closed	Closed	Closed
Referee rooms	Venue closed	Closed	Closed	Closed	Density quotient 1 per 4m2
Retail/merch stores	Venue closed	Closed	Closed	Follow Social Distancing	Density quotient 1 per 4m2
Sanitise Laptop, Tablets, Score Bench, Scoreboard Controller and Basketballs	Venue closed	Not Applicable	Not Applicable	Before and after game	Before and after game
Social distancing in areas with lines	Venue closed	Not Applicable	Not Applicable	As per Gov regulations	As per Gov regulations
Toilets	Venue closed	As required	As required	Cleaned daily, follow social distancing rules	Cleaned Daily
Vending Machines	Venue closed	Closed	Closed	Cleaned Daily	Cleaned Daily

# DEVELOPMENT PROGRAMS

Development programs include Aussie Hoops, All Abilities, Active After School and member generated development programs that involve groups of participants occupying a court but not playing in a game. These programs could be conducted either indoors or outdoors with the variables being spectators, parents and guardians. Members are encouraged to establish effective procedures that will ensure adherence to these guidelines when conducted outdoors. This may include supplying each coach with hand sanitiser and sanitising wipes to provide to participants.

DAYTIME & TOURNAMENTS GAME	RED-0	RED-10	ORANGE-20	ORANGE-50	COVIDSAFE
Indoor Programs	Banned	Max 10 players per court	Max 18 players per court	Max 20 players per court	As required
Outdoor Programs	Banned	Max 10 players per court	Max 18 players per court	Max 50 players per group	As required
Basketballs for training	Not Applicable	Players to supply their own balls. All balls to be sanitised prior to use	Players to supply their own balls. All balls to be sanitised prior to use	Players to supply their own balls. All balls to be sanitised prior to use	Players to supply their own balls. All balls to be sanitised prior to use
Session Length	Not Applicable	Max 30 minutes	Max 30 minutes	Max 60 minutes	As required
Break between sessions	Not Applicable	Min 20 minutes	Min 20 minutes	Min 20 minutes	Unrestricted
Coaches/BSO	Not Applicable	Max 2 per session	Max 2 per session	As required	As required
Participant Arrival Time	Not Applicable	Max 10-minute prior	Max 10-minute prior	Max 20-minute prior	Unrestricted
Participant Departure Time	Not Applicable	Max 10-minute post	Max 10-minute post	Max 10-minute post	Unrestricted
Structured Non-Contact Drills	Not Applicable	Permitted	Permitted	Permitted	Permitted
Scrimmage	Not Applicable	Banned	As per Govt. regulations	Permitted	Permitted
Shaking of hands / High Fives	Not Applicable	Banned	Banned	Banned	Allowed
Spectators / Parents / Guardians	Not Applicable	No spectators	Each child is limited to one parent, guardian or carer only, where the child requires parental supervision.	Indoor: Max 1 per participant Outdoor: Follow social distancing rules away from the training group	Venue capacity of 1 person per 4ms applies. Refer to Venue Capacity Table on page 4
Face Masks	Not Applicable	Participants – If desired. All other patrons – As per relevant Gov Requirements for your location.	Participants – If desired. All other patrons – As per relevant Gov Requirements for your location.	Participants – If desired. All other patrons – As per relevant Gov Requirements for your location.	Players, Referees & Coaches aged 12 year or older, not required during games, must wear on entry and exit of stadium. All other patrons - recommended unless medically exempt.
<b>Total attendees</b>	<b>0</b>	<b>12</b>	<b>20</b>		

INDOOR PROGRAM VENUE	RED-0	RED-10	ORANGE-20	ORANGE-50	COVIDSAFE
Bench seating	Venue closed	Remove where possible	Remove where possible	Player Benches only	Unrestricted
Canteens	Venue closed	Follow Social Distancing	Follow Social Distancing	Follow Social Distancing	Unrestricted
Cash handling	Venue closed	Avoid where possible	Avoid where possible	Avoid where possible	Avoid where possible
Changerooms	Venue closed	Closed	Closed	Closed	Density quotient 1 per 4m2
Court cleaning	Venue closed	Daily	Daily	Weekly	As Required
COVID-19 Health Signage on Entry	Venue closed	Mandatory	Mandatory	Mandatory	Mandatory
Designated ENTRY & EXIT point	Venue closed	Mandatory	Mandatory	Mandatory	Desired
General seating areas	Venue closed	Remove where possible	Remove where possible	Patrons must adhere to social distancing rules	Unrestricted
Hand sanitiser on Entry	Venue closed	Mandatory	Mandatory	Mandatory	Mandatory
Hand sanitiser on Score bench	Venue closed	Mandatory	Mandatory	Mandatory	Mandatory
Infrared temperature testing	Venue closed	Recommended	Recommended	Recommended	Not Required
Public water fountains	Venue closed	Closed	Closed	Closed	Closed
Retail/merch stores	Venue closed	Closed	Closed	Follow Social Distancing	Density quotient 1 per 4m2
Sanitise Score bench	Venue closed	Before and after session	Before and after session	Before and after session	Before and after session
Sanitise Scoreboard control	Venue closed	Before and after session	Before and after session	Before and after session	Before and after session
Social distancing in areas with lines	Venue closed	As per Gov regulations	As per Gov regulations	As per Gov regulations	As per Gov regulations
Toilets	Venue closed	Cleaned Daily, follow social distancing rules	Cleaned Daily, follow social distancing rules	Cleaned Daily, follow social distancing rules	Cleaned Daily
Vending Machines	Venue closed	Closed	Closed	Cleaned Daily	Cleaned Daily

# RESPONSE PLANNING

The following measures are important to minimise further risk and assist in managing the public health response if someone with possible COVID-19 infection enters your premises. All public health advice and instructions must be followed in the event of a confirmed case.

## Maintain attendance records

It is a requirement for businesses to maintain attendance records of people. This will assist Public Health with contact tracing in the event of a positive COVID-19 case in your premises:

- Records can be physical (i.e. secure sign-in book managed by staff) or electronic but at a minimum must include a name and contact information for each patron (e.g. phone number or e-mail)
- Records are not required for people who visit the premises for a short period of time and have minimal face-to-face interaction (e.g. dropping an item off)
- Records must not be used for purposes other than contact tracing (i.e. contact information is not to be used for marketing purposes)

Associations should implement a process consistent with any privacy obligations they have for obtaining and safely maintaining these records of patronage for the purposes of assisting with contact tracing if needed.

## Responding to a COVID-19 incident

If you are aware that someone with a case of COVID-19 has been in your stadium/premise, ring the COVID-19 Public Hotline 24/7 on 1800 020 080 and follow the advice of health officials.

If someone is confirmed as having COVID-19 or is getting tested for COVID-19, they should already be at home. However, there may be circumstances where a person in your premise is displaying COVID-like symptoms or shares information (e.g. they have been in close contact with someone that has the virus) that causes you to have reasonable concerns about their health and the health of others in your premise.

The person could be staff, player, coach, official or spectator - where this occurs:

### 1. Keep others away from the person

If the person has serious symptoms such as difficulty breathing, call 000 for urgent

medical help. Otherwise, you must take steps to prevent the person from potentially spreading the virus by keeping others away from the person. The measures must be reasonable.

### 2. Seek advice and assess the risks

To determine if it is reasonable to suspect the person may have COVID-19, talk to the person about your concerns and seek government health advice..

### 3. Transport

Ensure the person has safe transport home to a location where they can isolate, or to a medical facility if necessary.

### 4. Clean and disinfect

Follow all public health advice about closing off affected areas and prevent access until they have been cleaned and disinfected. Open outside doors and windows if possible to increase air flow.

### 5. Assisting public health to identify close contacts

Notify the state public health unit by contacting the COVID-19 Public Hotline on 1800 675 398. The state public health unit may ask for your attendance records to identify close contacts of a confirmed COVID-19 case so that they can contact them and provide them with instructions, for example, in relation to quarantine requirements. Public health officers have a range of powers that may require you to provide information including personal information. In the meantime, for the purposes of undertaking a workplace risk assessment and to assist public health officers, consider who the affected person may have had recent close contact with.

## Review risk assessment

If there is concern about the risk of staff or patrons being exposed to the virus, a risk assessment should be carried out with reference to the latest information available. Employers should develop prevention and control strategies appropriate to the premises, in consultation with others and ensure that all staff are aware of and follow these strategies.

Regularly review your COVID-19 risk management controls, in consultation with your staff and their representatives, and assess and decide whether any changes or additional control measures are required. Consider having regular discussions about safety and health issues.

# MEANINGS & DEFINITIONS

Within these definitions, 'Group A' refers to the team playing or having just played and 'Group B' refers to the team arriving or waiting for to play in the next game. All efforts should be made to minimise the contact and impact of Group A on Group B. Teams must immediately vacate a court on completion of a game and teams may only enter the stadium at the assigned time and the court when it has been vacated.

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## Administration Staff, Desk Staff, Court Supervisors and Referees

All staff and volunteers involved in the running of games - who are either within a venue or interacting with participants - need to have sufficient access to sanitisers, personal protection equipment and instructions on how to keep safe. This may include the use of face masks, face shields or the installation of screens to protect staff.

## Arrival

Participants and officials cannot enter the court area earlier than the designated time of their game and only when it has been vacated. If a game is running late, teams from the next game must not enter the court area until it has been vacated. This guideline is designed to control the number of people in a stadium at any one time. Participants must enter via the designated ENTRY & exit through the designated EXIT to reduce the risk of transmission from Group A to Group B.

If an infrared thermometer is available, participants over the age of 18 should have their temperature checked on arrival. Stadiums should display clear instructions and signage to inform participants of the Health Risks of COVID-19 and rules of entry into the stadium. Hand sanitiser must be provided at the entry of all stadiums.

## Basketballs in stadiums

Basketballs provided by the venue should be sanitised prior to use each day and in between each game. Excluding balls provided by a venue, teams are limited to a maximum of two additional balls in the stadium at any time. Any basketball brought into a stadium should be sanitised prior to use at the stadium using a single use, disposable anti-bacteria wipe, or by spraying with a disinfectant spray. This policy is subject to individual stadium restrictions, as some stadiums may not allow participants to bring their own ball into the stadium.

## Biosafety Officer (BSO)

A BSO must be appointed at each venue/basketball competition to ensure compliance with COVID-19 Return to Sport Guidelines. The BSO will ensure teams quickly vacate

the court on completion of a game, ensure a team cannot enter the court until it is vacant and undertake a head count prior to a game.

The game must not commence until this is completed.

## Breaks between games and/or training/development sessions

Scheduling of games must have a minimum of a 20-minute differential between the scheduled length of the game/session and the time allocation for the game/session. E.g. A game that is scheduled to run for 40 minutes excluding any breaks in play, must have a 1-hour allocated time slot. A game that is scheduled to run for 30 minutes excluding any breaks in play, may have a 50-minute time slot allocation. This guideline is designed to allow time for Group A to depart the stadium prior to Group B arriving and for staff to complete sanitisation requirements.

## Capacity Control

Members should, at all times throughout the pandemic, maintain strict counting of capacity within the stadium and on each court to ensure that limits are not exceeded. This is to be completed and recorded by the BSO on the Game Day Checklist. It must be clear at all times who the BSO is as they may be required to ask people to leave the venue.

## Cash handling

Members are encouraged to develop cash free procedures to reduce the chance of transmission between the user and employees. This may include credit card payments for team sheets of game fees, the concept of a single person making payment on behalf of a team, or invoicing of fees to clubs where appropriate.

## Child Safety

Members must consider the relevant Child Protection requirements when planning activities.

## Contact Risk Mitigation

Participants are encouraged to shower at home with soap prior to and immediately following all activity. Participants are encouraged to arrive at the venue ready to participate. This mitigation will be supported with significant hand hygiene strategies at venues. The normal blood rules will apply.

## Court

A Court for consideration in this document refers to a basketball playing court, the 2m run-off zone, the circulation space around the basketball playing court, and any seating



specific to that playing court area.

### **Face Masks**

Masks must be of a non-abrasive, soft material such as paper or cloth and attached to the ears with elastic.

### **Hand hygiene during training or competition**

To reduce the risk of infection during activity when there will be some incidental contact; hand sanitisers will be required on the score benches. Participants will be required to use hand sanitisers at every break in the game, including timeouts, and when substituting in and out of the game.

### **Non-Essential Services**

Changerooms, referee rooms, canteens, public water fountains, general seating areas must remain closed or roped off to the general public in accordance with the relevant reactivation level. Participants should arrive at a stadium ready to compete. Changerooms and Referee Rooms present a significant challenge in adhering to social distancing regulations, therefore these rooms must remain closed. Rooms may be used for storage of person items if required, however players or officials should enter and leave rooms immediately and only one person should be in the room at a time.

### **Referees & other officials**

Members should observe the number of officials permitted as per the guidelines. Members should take care to consider the crossover of officials between playing groups. The guidelines have been implemented to reduce contact between playing groups. Basketball Victoria recommends if officials are to officiate multiple games in the same evening that consistent groupings of officials are applied (i.e. officials stay on the one court). Furthermore, if the referee is aware, or is informed that, the court is not complying with the Return to Sport Guidelines, they should bring it to the attention of the BSO to remedy, and the game should be stopped, if necessary, until the situation has been corrected. Referees must be directed to:

- Only use the whistle when necessary (e.g. do not blow whistle to signal end of time-out or at other times the game is already stopped)
- Use short, sharp whistle blow. No long hard blows.
- Do not officiate when feeling unwell
- Use hand sanitiser at every break in the game (time-outs, between quarters, substitutions)
- Blow whistle facing away from players

If possible, alternate options to the traditional Referee Whistle are recommended to use, such as Hand Whistle or Electronic Whistle.

### **Sanitisation**

Association staff should sanitise scoring laptops or tablets, score benches, bench seating if fixed, scoreboard controllers and any other essential equipment that may have been used by Group A, prior to use by Group B, to reduce the risk of transmission from one group to another. Hand sanitiser must be available on the score bench for referees & score table officials to use during games. Courts must be cleaned as directed with a minimum of warm water and disinfectant. A staff member should sanitise surfaces such as door handles, taps, seating, during breaks between Group A and Group B.

### **Seating Areas**

In any area where seating is required it should be set according to social distancing guidelines.

### **Social Distancing**

Areas where people may gather or queuing may occur should be marked clearly in accordance with the relevant government regulations to encourage participants to follow Social Distancing advice. (e.g. 1.5m spacing)

### **Stadium Entry Signage**

Basketball Victoria will provide members with template signage to use at entries of stadiums. This will include government recommendations on the entry conditions during the pandemic including, but not limited to, references to personal health and at-risk members of the community.

### **Toilets & Change Rooms**

It is important that whenever people are present at a facility that toilet facilities should be available for use, and they should be cleaned throughout each day/night. The availability of toilets is a factor that may limit the number of people members can allow into the facility at any given time. For example, if there is only one central toilet block, it may not be appropriate to have three courts running at the same time as it may result in too many people at that central position at one time.

### **Towels and Drink Bottles**

Participants should bring a personal towel and drink bottle to their games and not share these with others.

### **Uniform Hire**

For the safety of staff and volunteers, it is recommended that members refrain from providing hire uniforms during the COVID-19 pandemic period.

# APPENDIX 1

## BIOSAFETY OFFICER POSITION DESCRIPTION

Basketball Victoria provides the following position description for the role of Biosafety Officer. Members are reminded that the nominated person may perform multiple duties on the same night, provided they can adequately monitor the compliance of the venue with the Return to Sport Guidelines.

## COVID-19 BIOSAFETY OFFICER

### Position Description

Basketball Victoria (BV) is committed to the safe return to sport of all participants following the COVID-19 pandemic. To monitor and manage the reactivation of the sport, Basketball Victoria has committed to the Victorian Government that all venues will have a nominated Biosafety Officer (BSO) wherever the venue is in use. The following Position Description outlines the duties of this role.

### Who

- The BSO may hold multiple duties at the same time provided, they can prioritise the responsibilities of the BSO role when required;
- The BSO must be clearly identifiable within a venue at any time, by wearing a High Vis Vest or similar.

### Purpose

- To monitor and report on a venue's compliance to Basketball Victoria's Return to Sport Guidelines (RTS Guidelines);
- To record the number of people within a venue at a time;
- To minimise the risk of person to person transmission of COVID-19 within a venue;
- To provide necessary information to the Association or Club in the event of a positive COVID-19 test from one of the participants;

### Duties

The BSO;

- will monitor no more than four (4) courts at a time;
- will complete the venue checklist prior to the commencement of training or games;
- will complete the venue checklist and record the number of participants within the venue during each allocated training or game timeslot;
- will ensure that equipment is sanitised in accordance with the RTS Guidelines;
- when required, will ask patrons to separate, or leave the venue to comply with the RTS Guidelines;
- will return a signed checklist at the end of their shift.
- will report any participant refusing to follow reasonable requests to the Competitions Manager of the club or association

## APPENDIX 2

### PLAYER AND TEAM AWARENESS GUIDELINES

Basketball Victoria has established a simple message for Players and Coaches regarding preparing for their games and training.

The graphic highlights five key messages. Prepare at home. Shower before and after games. Wash your hands. Enter and Exit the stadium within 10 minutes of your game. Maintain Social Distancing where possible.

# PLAYER AND PARENT INFORMATION



PREPARE/DRESS  
AT HOME



SHOWER BEFORE AND  
AFTER GAMES



WASH OR SANITISE YOUR  
HANDS BEFORE AND AFTER  
GAMES



ENTER AND EXIT  
THE STADIUM WITHIN 10  
MINUTES OF YOUR GAME



MAINTAIN SOCIAL  
DISTANCING WHERE  
POSSIBLE (1.5M)



OBEY VENUE  
STAFF/COVID SAFETY  
OFFICER



For Basketball Victoria updates and resources visit: [basketballvictoria.com.au/covid-19/](https://basketballvictoria.com.au/covid-19/)  
For more information visit: [dhhs.vic.gov.au](https://dhhs.vic.gov.au)

## APPENDIX 3

### REFEREE AND GAME OFFICIAL GUIDELINES

Basketball Victoria has established appropriate guidelines for referees and game officials, including score table and statisticians in relations to their participation in the sport. This includes recommendations on social distance when approaching the score bench, showering before and after games at home, arriving in uniform ready to participate etc. These guidelines may be provided as an image to ensure easy distributions for members.

# REFEREE AND OFFICIAL INFORMATION



PREPARE/DRESS  
AT HOME



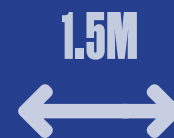
SHOWER BEFORE AND  
AFTER GAMES



WASH OR SANITISE YOUR  
HANDS BEFORE AND AFTER  
GAMES



ENTER AND EXIT  
THE STADIUM WITHIN 10  
MINUTES OF YOUR GAME



MAINTAIN SOCIAL  
DISTANCING WHERE  
POSSIBLE (1.5M)



OBEY VENUE  
STAFF/COVID SAFETY  
OFFICER




For Basketball Victoria updates and resources visit: [basketballvictoria.com.au/covid-19/](https://basketballvictoria.com.au/covid-19/)  
For more information visit: [dhhs.vic.gov.au](https://dhhs.vic.gov.au)

## APPENDIX 4


### BASKETBALL VICTORIA VENUE SIGNAGE EXAMPLE

# DO NOT ENTER


IF YOU HAVE ANY OF THE FOLLOWING SYMPTOMS:




FEVER




COUGHING




FATIGUE




SHORTNESS OF  
BREATH



SORE THROAT



PLEASE STAY AT HOME IF UNWELL




Basketball  
Victoria

For Basketball Victoria updates and resources visit: [basketballvictoria.com.au/covid-19/](https://basketballvictoria.com.au/covid-19/)  
For more information visit: [dhhs.vic.gov.au](https://dhhs.vic.gov.au)

# APPENDIX 5

## GAME DAY CHECKLIST

Basketball Victoria has developed a Game Day Checklist template for Members to use in ensuring compliance with the return to sport guidelines. The checklist should be completed every day for every court and signed and returned to management. Checklists should be retained for a minimum of 21 days to assist in Contact Tracing if required.



CURRENT LEVEL  
**ORANGE-50**

**COVID-19 BIOSAFETY OFFICER CHECKLIST**

Association: \_\_\_\_\_

Venue Details: \_\_\_\_\_

BO Name: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Start Time: \_\_\_\_\_

End Time: \_\_\_\_\_

**Venue Preparation Checklist**

Requirement	General	Court ____	Court ____	Court ____	Court ____
Court Surface Sanitised	Daily				
Hand Sanitiser at Entry	Mandatory				
Hand Sanitiser on Score benches	Mandatory				
General Seating closed or removed	Limited to 20 per court				
Bench seating	Player benches				
Score bench seats	Maximum of 2				
Water Fountains	Closed				
Social distancing markers for lines	Mandatory				
Changerooms closed	Closed				
Designated Entry & Exits marked	Mandatory				
COVID-19 Signage Visible at Entry	Mandatory				
Referee Room	Closed				
Vending Machines	Closed				


**Notes, reports or observations during shift**


**Biosafety Officer acknowledgement**

Signed: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**NOTE:** Members should retain signed checklists for a minimum of 21 days post event.

VERSION: Orange50-1.1  
DATE: 15<sup>th</sup> June 2020  
AUTHOR: Basketball Victoria COVID-19 Recovery Team



CURRENT LEVEL  
**ORANGE-50**

**COVID-19 BIOSAFETY OFFICER CHECKLIST**

GAME 1	Requirements	Court ____	Court ____	Court ____	Court ____
Total number of players	<20 per court				
Total number of spectators	<20 per court				
Balls sanitised	Prior to use				
Laptop & Scoreboard controller sanitised	Before and after game				
Score bench and Team benches sanitised	Before and after game				
Team departed within 10 minutes	Max 10 minutes				
GAME 2		Court ____	Court ____	Court ____	Court ____
Total number of players	<20 per court				
Total number of spectators	<20 per court				
Teams entered after previous teams departed	When court is clear				
Balls sanitised	Prior to use				
Laptop & Scoreboard controller sanitised	Before and after game				
Score bench and Team benches sanitised	Before and after game				
Team departed within 10 minutes	Max 10 minutes				
GAME 3		Court ____	Court ____	Court ____	Court ____
Total number of players	<20 per court				
Total number of spectators	<20 per court				
Teams entered after previous teams departed	When court is clear				
Balls sanitised	Prior to use				
Laptop & Scoreboard controller sanitised	Before and after game				
Score bench and Team benches sanitised	Before and after game				
Team departed within 10 minutes	Max 10 minutes				
GAME 4		Court ____	Court ____	Court ____	Court ____
Total number of players	<20 per court				
Total number of spectators	<20 per court				
Teams entered after previous teams departed	When court is clear				
Balls sanitised	Prior to use				
Laptop & Scoreboard controller sanitised	Before and after game				
Score bench and Team benches sanitised	Before and after game				
Team departed within 10 minutes	Max 10 minutes				
GAME 5		Court ____	Court ____	Court ____	Court ____
Total number of players	<20 per court				
Total number of spectators	<20 per court				
Teams entered after previous teams departed	When court is clear				
Balls sanitised	Prior to use				
Laptop & Scoreboard controller sanitised	Before and after game				
Score bench and Team benches sanitised	Before and after game				
Team departed within 10 minutes	Max 10 minutes				
GAME 6		Court ____	Court ____	Court ____	Court ____
Total number of players	<20 per court				
Total number of spectators	<20 per court				
Teams entered after previous teams departed	When court is clear				
Balls sanitised	Prior to use				
Laptop & Scoreboard controller sanitised	Before and after game				
Score bench and Team benches sanitised	Before and after game				
Team departed within 10 minutes	Max 10 minutes				


VERSION: Orange50-1.1  
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AUTHOR: Basketball Victoria COVID-19 Recovery Team

# APPENDIX 6

## HOW TO GUIDE ON THE SANITISATION OF EQUIPMENT EXAMPLE

Further Examples:


### HOW TO SANITISE BENCH/SEATING




1. WIPE WITH A SINGLE USE ANTI-BACTERIAL WIPE



2. DISPOSE OF THE WIPE



3. WASH YOUR HANDS

 For Basketball Victoria updates and resources visit: [basketballvictoria.com.au/covid-19/](https://basketballvictoria.com.au/covid-19/)  
For more information visit: [dhhs.vic.gov.au](https://dhhs.vic.gov.au)

### HOW TO SANITISE YOUR LAPTOP/TABLET



1. WIPE WITH A SINGLE USE ANTI-BACTERIAL WIPE



2. DISPOSE OF THE WIPE



3. WASH YOUR HANDS

 For Basketball Victoria updates and resources visit: [basketballvictoria.com.au/covid-19/](https://basketballvictoria.com.au/covid-19/)  
For more information visit: [dhhs.vic.gov.au](https://dhhs.vic.gov.au)

# HOW TO SANITISE YOUR BASKETBALL



1. WIPE WITH A SINGLE USE ANTI-BACTERIAL WIPE



2. DISPOSE OF THE WIPE



3. WASH YOUR HANDS

 For Basketball Victoria updates and resources visit: [basketballvictoria.com.au/covid-19/](https://basketballvictoria.com.au/covid-19/)  
For more information visit: [dhhs.vic.gov.au](https://dhhs.vic.gov.au)

## Home of the “Kilsyth Cobras”

### **Kilsyth Cobras COVID 19 Training Protocols – COVID SAFE**

#### ***Pre-Training***

1. All athletes must arrive outside the stadium 10 minutes before their training time.
2. All athletes to bring their own water bottle, towel & basketball.
3. Social distancing of 1.5m to be adhered to at all times.
4. All personal equipment to be place in area directed by the team manager.
5. Disinfectant equipment supplied to be used to clean all equipment and surfaces and any communal surface areas such as score benches.
6. Warm Up & Stretching routine for 15 minutes.

#### ***During Training***

1. No more than 30 participants per court
2. All contact permitted
3. Social distancing of 1.5m to be adhered to at all times.
4. Disinfectant equipment supplied to be used to clean all equipment.

#### ***Post Training***

1. Basketballs to be wiped down post training. Any equipment & surfaces used must be wiped down with sanitiser.
2. Athletes must exit the building straight after trainings finishes. No extra shooting or team meetings. Must exit As soon as practical at the end of training.
3. All Athletes are to shower at home as soon as possible, using ample soap & lathering full body.
4. Any athlete feeling unwell or experiencing respiratory problems must consult a health professional immediately.



## BIOSAFETY OFFICER POSITION DESCRIPTION (BSO)

The following position description is the role of Biosafety Officer for a Return to Sport Guidelines. The BSO at Kilsyth Basketball (KB) are reminded that their sole function is the role of BSO and are to adequately monitor the compliance of the venue with the Return to Sport Guidelines.

KB & BV are committed to the safe return to sport of all participants following the COVID-19 pandemic. To monitor and manage the reactivation of the sport, KB & BV has committed to the Victorian Government that all venues will have a nominated Biosafety Officer (BSO) whenever the venue is in use. The following Position Description outlines the duties of this role.

### Who

- The BSO may sole duty is the responsibilities of the BSO role when required;
- The BSO must be clearly identifiable within a venue at any time, by wearing a High Vis Vest rED

### Purpose

- To monitor and report on a venue's compliance to *BV's Return to Sport Guidelines* (RTS Guidelines);
- To record the number of people within a venue at a time;
- To minimise the risk of person to person transmission of COVID-19 within a venue;
- To provide necessary information to the Association or Club in the event of a positive COVID-19 test from one of the participants;

### Duties

The BSO;

- will monitor no more than four (4) courts at a time;
- will complete the venue checklist prior to the commencement of training or games;
- will complete the venue checklist and record the number of participants within the venue during each allocated training or game timeslot;
- will ensure that equipment is sanitised in accordance with the *RTS Guidelines*;
- when required, will ask patrons to separate, or leave the venue to comply with the *RTS Guidelines*;
- will return a signed checklist at the end of their shift;
- will report any participant refusing to follow reasonable requests to the Competitions Manager of the club or association.
- Working with the Stadium manager, referees supervisor, referees and the teams (coach / team managers) to exit the stadium immediately at the completion of their game.
- Ensure patrons do not enter the stadium until directed by the BSO.

## COVID-19 BIOSAFETY OFFICER CHECKLIST

**CURRENT LEVEL**  
**COVID SAFE**

**Association:** KILSYTH & MOUNTAIN DISTRICTS

**Venue Details:** KILSYTH / LILYDALE / OXLEY

**BSO Name:** \_\_\_\_\_

**Date:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Start Time:** \_\_\_\_\_

**End Time:** \_\_\_\_\_

### Venue Preparation Checklist

	Requirement	General	Court 1	Court 2	Court 3	Court 4	Court 5	Court 6
Court Surface Sanitised	Daily	✓	✓	✓	✓	✓	✓	✓
Hand Sanitiser at Entry	Mandatory	✓	✓	✓	✓	✓	✓	✓
Hand Sanitiser on Score benches	Mandatory	✓	✓	✓	✓	✓	✓	✓
General Seating closed or removed	Limited to 20 per court	✓	✓	✓	✓	✓	✓	✓
Bench seating	Player benches	✓	✓	✓	✓	✓	✓	✓
Score bench seats	Maximum of 2	✓	✓	✓	✓	✓	✓	✓
Water Fountains	Closed	✓	✓	✓	✓	✓	✓	✓
Social distancing markers for lines	Mandatory	✓	✓	✓	✓	✓	✓	✓
Changerooms closed	Closed	✓	✓	✓	✓	✓	✓	✓
Designated Entry & Exits marked	Mandatory	✓	✓	✓	✓	✓	✓	✓
COVID-19 Signage Visible at Entry	Mandatory	✓	✓	✓	✓	✓	✓	✓
Referee Room	Closed	✓	✓	✓	✓	✓	✓	✓

## COVID-19 BIOSAFETY OFFICER CHECKLIST

**CURRENT LEVEL**  
**COVID SAFE**

Vending Machines	Closed	✓	✓	✓	✓	✓	✓	✓
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**Notes, reports or observations during shift**


**Biosafety Officer acknowledgement**

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_

**NOTE:** Members should retain signed checklists for a minimum of 21 days post event.

## COVID-19 BIOSAFETY OFFICER CHECKLIST

**CURRENT LEVEL**  
**COVID SAFE**

GAME TIME:	Requirements	Court 1	Court 2	Court 3	Court 4	Court 5	Court 6
Total number of players	<20 per court						
Total number of spectators	<70 per court						
Balls sanitised	Prior to use						
Laptop & Scoreboard controller sanitised	Before and after game						
Score bench and Team benches sanitised	Before and after game						
Team departed within 10 minutes	Max 10 minutes						
GAME TIME:		Court 1	Court 2	Court 3	Court 4	Court 5	Court 6
Total number of players	<20 per court						
Total number of spectators	<70 per court						
Teams entered after previous teams departed	When court is clear						
Balls sanitised	Prior to use						
Laptop & Scoreboard controller sanitised	Before and after game						
Score bench and Team benches sanitised	Before and after game						
Team departed within 10 minutes	Max 10 minutes						
GAME TIME:		Court 1	Court 2	Court 3	Court 4	Court 5	Court 6
Total number of players	<20 per court						
Total number of spectators	<28 per court						
Teams entered after previous teams departed	When court is clear						
Balls sanitised	Prior to use						
Laptop & Scoreboard controller sanitised	Before and after game						
Score bench and Team benches sanitised	Before and after game						
Team departed within 10 minutes	Max 10 minutes						
GAME TIME:		Court 1	Court 2	Court 3	Court 4	Court 5	Court 6
Total number of players	<20 per court						
Total number of spectators	<70 per court						
Teams entered after previous teams departed	When court is clear						
Balls sanitised	Prior to use						
Laptop & Scoreboard controller sanitised	Before and after game						
Score bench and Team benches sanitised	Before and after game						
Team departed within 10 minutes	Max 10 minutes						

## COVID-19 BIOSAFETY OFFICER CHECKLIST

**CURRENT LEVEL**  
**COVID SAFE**

GAME TIME:		Court 1	Court 2	Court 3	Court 4	Court 5	Court 6
Total number of players	<20 per court						
Total number of spectators	<70 per court						
Teams entered after previous teams departed	When court is clear						
Balls sanitised	Prior to use						
Laptop & Scoreboard controller sanitised	Before and after game						
Score bench and Team benches sanitised	Before and after game						
Team departed within 10 minutes	Max 10 minutes						
GAME TIME:		Court 1	Court 2	Court 3	Court 4	Court 5	Court 6
Total number of players	<20 per court						
Total number of spectators	<70 per court						
Teams entered after previous teams departed	When court is clear						
Balls sanitised	Prior to use						
Laptop & Scoreboard controller sanitised	Before and after game						
Score bench and Team benches sanitised	Before and after game						
Team departed within 10 minutes	Max 10 minutes						

# Suspected or confirmed case of COVID-19 at work

## If the suspected or confirmed case of COVID-19 is at work



### 1. ISOLATE

Isolate the person from others and provide a disposable surgical mask, if available, for the person to wear.



### 2. INFORM

Ring the national COVID-19 hotline (1800 020 080). Follow the advice of health officials.



### 3. TRANSPORT

Ensure the person has transport to their home or to a medical facility.



### 4. CLEAN

Clean the area where the person was working and all places they have been. This may mean evacuating those areas. Use PPE when cleaning.



### 5. IDENTIFY

Identify who at the workplace had close contact with the infected person in the 24 hours before that infected person started showing symptoms. Send those people home to isolate. Allow employees to raise concerns.



### 6. CLEAN

Clean the area where the close contact people were working and all common areas they have been. This may mean evacuating those areas. Use PPE when cleaning.



### 7. REVIEW

Review risk management controls relating to COVID-19 and review whether work may need to change. Keep employees up to date on what is happening.

## If the suspected or confirmed case of COVID-19 is not at work when diagnosed



### 1. INFORM

Ring the national COVID-19 hotline (1800 020 080). Follow advice of health officials.



### 2. IDENTIFY

Identify who at the workplace had close contact with the infected person in the 24 hours before that infected person started showing symptoms. Send those people home to isolate. Allow employees to raise concerns.



### 3. CLEAN

Clean the area where the infected person and their close contacts were working and all common areas they have been. This may mean evacuating those areas. Use PPE when cleaning.



### 4. REVIEW

Review risk management controls relating to COVID-19 and review whether work may need to change. Keep employees up to date on what is happening.

### Remember:

- > From a WHS perspective, there is not an automatic requirement to close down an entire workplace, particularly if the person infected, or suspected to be infected, has only visited parts of the workplace.
- > Workers assisting the person who has suspected or confirmed with COVID-19 should be provided with appropriate PPE, if available, such as gloves and a mask. They should also follow hand hygiene procedures.
- > Consider whether you have to notify your [WHS regulator](#) – see our [Incident Notification fact sheet](#).
- > Be aware of privacy obligations.
- > Follow the advice of health officials at all times.



[Home](#) > [Resources](#) > [Apps and tools](#)

## COVID-19 infection control training

COVID-19 infection control online training is available for health care workers in all settings. It covers the fundamentals of infection prevention and control for COVID-19.



### Who this training is for

This training is for care workers across all health care settings, including:

- hospitals
- primary care
- aged care (both in residential aged care facilities or with visiting carers at home, including cleaners and cooks)
- disability (both in residential/shared care facilities or part-time carers in people's homes, including cleaners and cooks)
- allied health
- Aboriginal Community Controlled Health Services
- pharmacies
- dental practices, including dentists, nurses, cleaners and receptionists

### What the training covers

Modules available include:

- infection prevention and control for COVID-19
- training for aged care workers
- training focused on rural and remote communities and Aboriginal and Torres Strait Islander health

### Registration

ers must register, but registration is open to anyone.

**Register now**

aining is provided by our trusted COVID-19 training partner, Aspen Medical.

## Other infection control training

The Australian Commission on Safety and Quality in Health Care also has [e-learning modules on the principles of infection prevention and control](#) in Australian healthcare settings.

These modules are suitable for:

- health care workers and organisations
- aged and disability care workers and organisations
- workforce groups such as beauticians

---

### Audience:

Health sector

### First updated:

7 May 2020

### Tags:

[Aboriginal and Torres Strait Islander health](#)

[Aged care](#)

[Communicable diseases](#)

[Emergency health management](#)

[Health workforce](#)





We are back!!

# Returning to Refereeing

## Before you take the court

- Make sure you have completed the online COVID-19 training at <https://www.covid-19training.gov.au/login> the course you need is at the bottom of the list Infection Control Training-COVID-19  
Email completed certificate to the Kilsyth office at [accounts@kilsythbasketball.com.au](mailto:accounts@kilsythbasketball.com.au)
- You are financial for 2020
- Completed the online Metropolitan Referee Registration 2020\_ <https://www.cognitoforms.com/BasketballVictoria1/MetropolitanRefereeRegistration2020?fbclid=>
- Updated Ref Manager with bank details to ensure payment

## Game day responsibilities

- DO NOT COME IF YOU ARE FEELING UNWELL!!!
- Notify your Roster Administrator (Beau or Gaye) if unable to attend and find a suitable replacement referee
- Come dressed in referee uniform
- Pack all personal items in a clearly marked bag (i.e., backpack)
- Ensure drink bottle is full and clearly named (kiosk may not be open)
- BYO an additional whistle, sanitiser, and mask

## Signing in

- Maintain 1.5 metres apart at all times
- Be prepared to give personal details as required
- Identify your 'Safe Zone' and secure storage for your personal belongings
- Adhere to all stadium policies and report to the Supervisor

## Pre-game

- **Meet with the coach's pre-game and discuss with them – must leave immediately after the game**
- Wear a mask to the court
- When not wearing a mask, keep in your pocket
- Maintain 1.5 metres apart from everyone
- Check that sanitising products are available at each court
- Sanitise your hands
- Sanitise the ball
- Sanitise the score bench and equipment before and after the game  
With wipes or mist spray
- Only start the game once the **Supervisor has given you permission**
- All games are to start with a jump ball
- Check the Player HQ is open for the correct game (new program no longer using Stadium Scoring)
- Get up to date using: [https://www.youtube.com/watch?v=OdTboL\\_uYqk&feature=share&fbclid=IwAR0mQtCHLq8Uu8-A-1TFnfkBr3qSDX8\\_9mFWxDA-WIUUA6Wf-w6u64vfQHQ](https://www.youtube.com/watch?v=OdTboL_uYqk&feature=share&fbclid=IwAR0mQtCHLq8Uu8-A-1TFnfkBr3qSDX8_9mFWxDA-WIUUA6Wf-w6u64vfQHQ)

## During the game

- Continue to maintain 1.5 metres apart where possible
- Masks can be worn when actively refereeing, however **must** be worn when not actively refereeing
- Try to limit your handling of the ball
- Sanitise the ball as needed throughout the game, especially during each break
- Avoid blowing your whistle near any one's face and when the ball is dead
- Use your voice to indicate instructions (i.e., "ball in", instead of warning whistle and "time out/in")
- Try to only touch your lanyard and not the whistle
- Avoid touching your face where possible
- In the case of an injury keep everyone at a safe distance and seek assistance
- At all times after the computer has been touched it needs to be re-sanitised (i.e., you must **FIRST** sanitise the keyboard before you touch it at half time to confirm half, and after confirmation of the halftime score. Sanitise again with wipes or mist spray provided)

## Post-game

- Maintain 1.5 metres apart
- Sanitise your hands and the ball
- Sanitise the score bench equipment before confirming end of game and after with wipes or mist spray provided
- If refereeing multiple games you may be rostered to the same court with the same partner or remain in the allocated 'Safe Zone'
- If using the toilet facilities, personal hygiene is vital
- **Sign off game on PlayHQ with Pass Code**
- **Instruct all patrons to exit the stadium immediately through the designated exit**

## Leaving the venue

- Maintain 1.5 metres apart
- Masks must be worn
- Sanitise your hands
- Collect your belongings
- Your pay will be deposited into your bank account, so you don't need to sign for it
- Let your Supervisor know that your shift has finished, and you are leaving
- When you get home, sanitise your whistle and wash your uniform

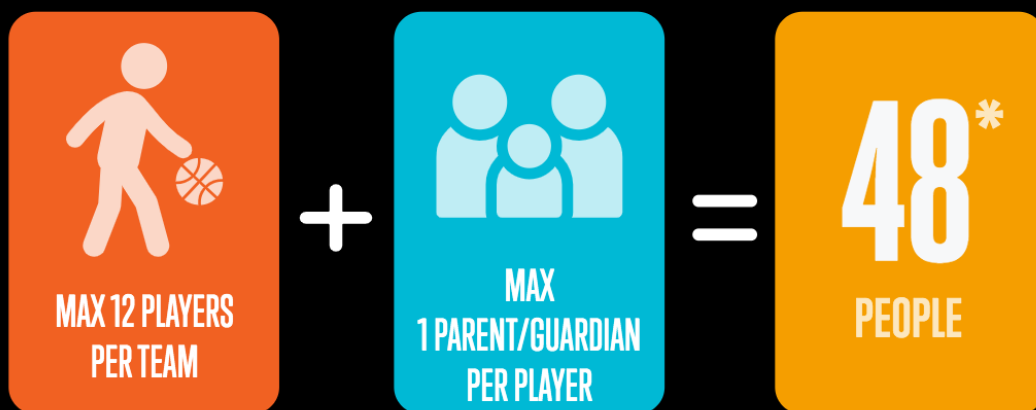
## Basic guidelines

- Maintain 1.5 metres apart
- Masks must be worn at all time unless actively refereeing
- The safety of everyone is essential (there is always a risk)
- You are there to referee the game NOT to manage the venue
- Get assistance from the Supervisor or Biosafety Officer if any issues occur during your game
- Always be guided by the Biosafety Officer or your venue Supervisor
- Enjoy your return to the court
- **IF IN DOUBT ABOUT ANYTHING PLEASE ASK**

Basketball Victoria has made the following updates in line with our Return to Sport Guidelines based on DHHS Restricted Activity Directions, effective as of Sunday 22 November at 11.59pm.

# PEOPLE PER COURT

**ORANGE-50 (MAXIMUM 50)**



\*Subject to venue density limits.



## REFEREE SUPERVISORS POSITION DESCRIPTION (PD)

*Kilsyth Basketball* provides the following position description for the role of Referee Supervisor as an adjunct to the standard position description.

The PD is inline with the current Basketball Victoria (BV) and Kilsyth Basketball (KB) Return to Sport Guidelines.

Kilsyth Basketball is committed to the safe return to sport of all participants following the COVID-19 pandemic. To monitor and manage the reactivation of the sport BV has committed to the Victorian Government that all venues will be managed to ensure a safe environment.

The following adjunct to the Supervisor PD outlines the additional duties of this role.

### **Supervisor**

The Supervisor must be clearly identifiable within a venue at any time, by wearing the standard Blue top.

### **Purpose**

- To monitor and report on a venue's compliance to *BV's Return to Sport Guidelines*;
- To minimise the risk of person to person transmission of COVID-19 within a venue;
- To provide necessary information to the Association or Club in the event of a positive COVID-19 test from one of the participants;

### **Additional Duties**

The Supervisor;

- will ensure that equipment is sanitised in accordance with the *RTS Guidelines*;
- when required will work with the BSO to monitor patrons to ensure they comply with the *RTS Guidelines*;
- working with the BSO will report any participant refusing to follow reasonable requests to the Competitions Manager of the club or association.
- will assist referees and BSO to ensure all teams and patrons exit the stadium immediately at the completion of their game.
- will signal commencement of the game to the referees.

## **KILSYTH BASKETBALL – KILSYTH SPORTS CENTRE (KSC & LILYDALE):**

### **COVID SAFE Cleaning Program**

KSC Venue Management staff will ensure all areas of the facility are continually cleaned based on the recommendations of the Australian Government and Victorian Health Department.

Cleaning of the facility is divided into three distinct scenarios:

1. Day Time/Office Hours Cleaning
2. After Hours Cleaning
3. Basketball Related Activities Cleaning

#### **DAY TIME/OFFICE HOURS CLEANING**

As required

Staff Kitchen cleaning to be maintained as per Roster.

#### **AFTER HOURS CLEANING**

After hours cleaning scope by contracted cleaners.

#### **Main Entrance / Foyer / Customer Service Area / Common Areas**

- Empty bins and replace liners (Daily)
- Spot clean front glass door panels (Daily)
- Clean customer service desk (Daily)

- Sweep & mop entrance foyer (Daily)
- Vacuum carpet and entrance mats (Daily)
- Wipe stainless steel , barriers and rails (Daily)
- Vacuum and mop customer service area (Daily)
- Sweep & mop all common areas (Daily)

#### **Reception / Administration Offices / Meeting Rooms**

- Spot clean glass door panels (Daily)
- Dust ledges and window sills (Daily)
- Dust skirting boards (Daily)
- Empty bins and replace liners (Daily)
- Vacuum carpet (Daily)

#### **Male / Female / Disabled Toilets- Every second cubicle closed for social distancing**

- Clean toilets and urinals (Daily)
- Clean hand basins and benches (Daily)
- Empty and replace bin liners (Daily)
- Full clean all mirrors (Daily)
- Spot clean doors and cubicle walls (Daily)
- Sweep and mop floor with disinfectant (Daily)
- Restock paper products and soap supplies (Daily)

#### **Referee's Rooms- Currently closed under return to sport guidelines**

- Empty bins and replace liners (Daily)
- Vacuum carpet and entrance mats (Daily)
- Wipe down seats in change rooms (Daily)

#### **Meeting Room- Currently closed**

- Empty bins and replace liners (Daily)
- Vacuum carpet (Daily)
- Spot clean windows & Ledges (Daily)

#### **Stadium Seating**

- Empty bins and replace liners (Daily)
- Clean stadium viewing areas (Daily)
- Sweep & mop floors around seating (Daily)
- Wipe & dust walls behind seating (Daily)
- Spot clean glass (Daily)

### **Basketball Courts**

- Full sweep of all 6 courts (Daily)
- Empty and replace bin liners (Daily)
- Fringe mop all 6 courts (Daily)
- Spot clean glass both sides (Daily)
- Wash & Burnishing of Courts as per schedule

### **Snake Pit –**

- Dust ledges and windowsills (Daily)
- Dust skirting boards (Daily)
- Empty bins and replace liners (Daily)
- Vacuum carpet (Daily)
- Spot clean windows (Daily)

### **Team Change Rooms- Currently closed**

- Clean hand basins and benches (Daily)
- Empty and replace bin liners (Daily)
- Full clean all mirrors (Daily)
- Clean, scrub and disinfect shower walls, clean drains, doors and floors (Daily)
- Wipe down seats in change rooms (Daily)
- Remove dust and hair from hair dryers (Daily)
- Spot clean doors and cubicle walls (Daily)
- Vacuum and mop floor with disinfectant (Daily)
- Restock paper products and soap supplies (Daily)
- Dust all other surfaces (Daily)

### **Public Showers / Change Rooms-**

- Clean hand basins and benches (Daily)
- Empty and replace bin liners (Daily)
- Full clean all mirrors (Daily)
- Clean, scrub and disinfect shower walls, clean drains, doors and floors (Daily)
- Wipe down seats in change rooms (Daily)
- Remove dust and hair from hair dryers (Daily)
- Spot clean doors and cubicle walls (Daily)
- Vacuum and mop floor with disinfectant (Daily)
- Restock paper products and soap supplies (Daily)
- Dust all other surfaces (Monthly)
- Machine Scrub Floors (As Required)

### **BASKETBALL RELATED ACTIVITIES CLEANING**

Following Basketball Victoria's Return to Sport Guidelines, an appointed Bio-Safety Officer will ensure the following points are met in conjunction with the Venue Preparation Checklist.

- Sanitisation of Score Bench (Between Games/Trainings)
- Sanitisation of Laptops (Between Games/Trainings)
- Sanitisation of Basketballs (Between Games/Trainings)
- Sanitisation of Score Bench Controller (Between Games/Trainings)
- Court Cleaning (Between Games/Trainings)
- Toilet Cleaning (As required)
- ☐ Cleaning of Vending Machines - closed





# COVID-19 STADIUM MAP

## KILSYTH



**LEGEND**

ENTRY

EXIT

CAFE

**PARKING**

STANDARD STADIUM PARKING UN USE

# COVIDSafe Summer – How we live in Victoria

- COVIDSafe principles



Wear a face mask



Physical distancing (1.5 metres)



Good hand hygiene



Don't go to work unwell



Cough and sneeze into tissue or elbow



Outdoor activities

Summary of COVIDSafe requirements is outlined below. Please check specific guidance material for further detail.

	<div>COVID Safe Summer</div> <div>From 11.59pm, 6 December 2020, unless otherwise stated</div>
Social	<p><b>Leave home:</b> No restriction on reasons to leave home but stay safe.</p> <p><b>Public gatherings:</b> Up to 100 people can gather outdoors from any number of households, infants under 12 months are not included in the cap.</p> <p><b>Visitors to the home:</b> Up to 30 visitors can visit a home in a day (infants under 12 months are not counted in the cap). Visitors may be from any number of households and may visit either together or separately. Front and backyards are considered part of the home.</p>
Face masks	<p><b>Face masks:</b> Must be carried at all times. Mandatory when inside shopping centres, retail stores inside shopping centres, department stores, electronics stores, furniture stores, hardware stores or supermarkets, when travelling on public transport or when travelling in a commercial passenger vehicle (unless a lawful exemption applies).</p> <p>Any person diagnosed or suspected of having COVID-19, or who is a close contact of someone diagnosed with COVID-19, must wear a face covering if leaving home/accommodation for a permitted reason, such as medical care.</p> <p>Face coverings are recommended, but not mandatory, when leaving home and physical distancing cannot be maintained, for example, while shopping.</p>
Education and childcare	<p><b>Childcare and early education:</b> Open.</p> <p><b>Schools:</b> Onsite learning.</p> <p><b>Adult education:</b> Open with no density quotient required in classroom settings.</p>
Work	<p>Continued phased return to on-site work for workers who have been working from home, capped at no more than 25 per cent of a workforce on-site. Offices will be able to increase to 50 per cent from 11 January 2021 – or for workplaces with fewer than 40 staff, up to 20 staff onsite – subject to public health advice.</p> <p>The Victorian Public Service can commence a phased return to work at 25 per cent from 11 January and increase to 50 per cent from 8 February 2021, subject to public health advice.</p> <p>All workplaces with onsite workers require a COVIDSafe Plan.</p>
Eating and drinking out	<p><b>Hospitality:</b> Density quotient of 1 per 2sqm for indoor and outdoor hospitality venues. Up to 25 patrons are permitted in a venue before the density quotient applies. No requirement for seated service. Density quotient of 1 per 4sqm on a dancefloor up to a maximum of 50 people. All venues are required to use electronic record keeping when applying the density quotient of 1 per 2 sqm. In venues not using electronic record a density quotient of 1 per 4 sqm applies.</p> <p><b>Food courts:</b> Indoor and outdoor food courts open with a density quotient of 1 per 2 sqm. No patron cap for indoor food courts.</p>
Exercise and recreation	<p><b>Indoor physical recreation and community sport:</b> No patron caps with a density quotient of 1 per 4sqm for each space. Gym and exercise classes limited to 50 people (excluding anyone necessary for running the class). COVID Marshals required when gyms are staffed. At times when gyms are unstaffed, a density quotient of 1 per 8 sqm applies. Signage must state the number of people permitted inside, wipes and disinfectant must be supplied for use by patrons, and record keeping is required and venues with capacity of greater than 500 patrons must publish a COVIDSafe Plan online.</p> <p><b>Outdoor physical recreation and community sport:</b> Up to a maximum of 100 patrons for outdoor fitness classes with a density quotient of 1 per 2sqm. Record keeping is required and venues with capacity of greater than 500 patrons must publish a COVIDSafe Plan online.</p> <p><b>Pools, spas, saunas, steam rooms and springs:</b> Indoor venues open with a density quotient of 1 per 4 sqm. Outdoor pools open with a density quotient of 1 per 2 sqm. Record keeping is required.</p>
Ceremonies and special occasions	<p><b>Weddings:</b> No maximum attendee caps indoors or outdoors, density quotient of 1 per 2 sqm applies when using electronic record keeping. In venues not using electronic record a density quotient of 1 per 4 sqm applies. If held in a private residence, up to 30 guests can attend. Density quotient of 1 per 4sqm on a dancefloor up to a maximum of 50 people</p> <p><b>Funerals:</b> No maximum attendee caps indoors or outdoors, density quotient of 1 per 2sqm applies when using electronic record keeping. In venues not using electronic record a density quotient of 1 per 4 sqm applies. If held in a private residence, up to 30 guests can attend.</p> <p><b>Ceremonies and religious gatherings:</b> Density quotient of 1 per 2sqm applies. Venues using the density quotient of 1 per 2sqm must use electronic record keeping. In venues not using electronic record a density quotient of 1 per 4 sqm applies. Indoor and outdoor ceremonies can occur at the same time.</p>
Community venues, including libraries and toy libraries	<p><b>Community venues and facilities including libraries and toy libraries:</b> No patron caps with a density quotient of 1 per 2sqm, subject to use of electronic record keeping. If not using electronic record keeping a density quotient of 1 per 4sqm applies.</p> <p><b>Creative arts facilities:</b> No patron caps with a density quotient of 1 per 2sqm, subject to use of electronic record keeping.</p>

Real estate	<b>Real estate:</b> Inspections and auctions operating with a density quotient of 1 per 2sqm, subject to use of electronic record keeping. If not using electronic record keeping a density quotient of 1 per 4sqm applies.
Entertainment facilities	<b>Seated entertainment venues (indoors and outdoors):</b> Open, up to 75 per cent of fixed seated capacity with maximum patron cap of 1000 people, density quotient of 1 per 2sqm in foyers, bars, bathrooms etc when using electronic record keeping. In venues not using electronic record a density quotient of 1 per 4 sqm applies. Venues with capacity of greater than 500 patrons must publish a COVIDSafe Plan online. Arrangements for large events determined on an individual basis under the Public Events Framework.
	<p><b>Indoor non-seated venues (such as galleries):</b> Open, up to 50 per cent total capacity with maximum patron cap of 1000 people. Density quotient of 1 per 2sqm when using electronic record keeping. In venues not using electronic record a density quotient of 1 per 4 sqm applies. Venues with capacity of greater than 500 patrons must publish a COVIDSafe Plan online. Arrangements for large events determined on an individual basis under the Public Events Framework.</p> <p><b>Outdoor non-seated entertainment venues (such as Zoos, live museums):</b> Open, density quotient of 1 per 2sqm when using electronic record keeping. In venues not using electronic record a density quotient of 1 per 4 sqm applies. Group limits removed. Indoor spaces at outdoor venues open, subject to restrictions relevant to the space (e.g. hospitality or retail). Venues with capacity of greater than 500 patrons must publish a COVIDSafe Plan online.</p> <p><b>Arcades, escape rooms, bingo centres:</b> Open, no maximum patron caps and a density quotient of 1 per 2sqm applies when using electronic record keeping. In venues not using electronic record a density quotient of 1 per 4 sqm applies.</p> <p><b>Drive in cinemas:</b> Open, in areas outside of vehicles density quotient of 1 per 2sqm applies when using electronic record keeping. In venues not using electronic record a density quotient of 1 per 4 sqm applies. Venues with capacity of greater than 500 patrons must publish a COVIDSafe Plan online.</p> <p><b>Amusement parks:</b> Open, up to 75 per cent of venue capacity. Density quotient of 1 per 4sqm applies indoors. Density quotient of 1 per 2sqm applies outdoors, when using electronic record keeping. In venues not using electronic record a density quotient of 1 per 4 sqm applies. Venues with capacity of greater than 500 patrons must publish a COVIDSafe Plan online.</p> <p><b>Gaming:</b> Open, with a density quotient of 1 per 4sqm, every second machine turned off, and no seated service requirement. Electronic record keeping required.</p> <p><b>Adult entertainment:</b> Brothels and sex on premises venues open, with a density quotient of 1 per 4sqm and a patron cap of 100. Electronic record keeping required. Strip club venues open, with a density quotient of 1 per 4 sqm and no seated service requirement.</p> <p><b>Nightclubs:</b> Open, standing service permitted. Density quotient of 1 per 4sqm on a dancefloor up to a maximum of 50 people. Density quotient of 1 per 2sqm elsewhere in the venue, with no maximum patron limit. Electronic record keeping required.</p>
Shopping, hairdressing and personal care	<p><b>Retail:</b> (e.g. supermarkets, other retail) Density quotient of 1 per 2sqm, with record keeping where practicable.</p> <p><b>Hairdressing, beauty and personal care services:</b> Density quotient of 1 per 2sqm applies, when using electronic record keeping. In venues not using electronic record a density quotient of 1 per 4 sqm applies. Face masks no longer required.</p>
Accommodation and travel	<p><b>Accommodation:</b> Bookings restricted to the private gathering limit. The person or household booking the accommodation can have up to 30 visitors.</p> <p><b>Tourism spaces and groups:</b> No patron cap on tour groups. Masks must be worn on tour transport.</p> <p><b>Intrastate travel:</b> Allowed.</p> <p><b>Interstate travel:</b> Continued international border controls. State border controls activated in case of outbreaks.</p>
Care facilities and hospitals	<b>Visitors:</b> No restrictions on purpose, number or time limits of visits. Symptomatic individuals (e.g. sore throat), close contacts and returned international travellers excluded from visiting.