

COVID-19 Safety Plan



ORGANISATION DETAILS	
Organisation name:	Macarthur Dog Training Club, Inc
Plan completed by:	The Secretary, Mrs Kathleen Fitzgerald
In alignment with:	The Return to Play Guidelines developed by Macarthur Dog Training Club

REQUIREMENTS FOR ORGANISATIONS

Wellbeing of staff and visitors	
1.	<p>Before participating in any training activity, we will advised all Club Officials, Instructors & Club Members they must not attend training, if in the past 14 days, they have:</p> <ul style="list-style-type: none"> - been unwell or had any flu-like symptoms, or - been in contact with a known or suspected case of COVID-19, or - any sudden loss of smell or loss of taste, or - are at a high risk from a health perspective, including the elderly and those with pre-existing medical heath conditions. <p>All Club Officials, Instructors & Club Members will be notified via electronic medium, Email & Face Book, that before re-commencement of training on 1 November 2021 they must be fully vaccinated, or have a medical exemption to be eligible to attend.</p>
2.	<p>Whilst our club's workforce are volunteers, we will made them aware of the above-mentioned COVID19 symptoms and stipulated that they should stay away from the club and self-isolate in the event that they experience any symptoms and get tested.</p>
3.	<p>We will display posters, distribute and "share" information about COVID-19 across our digital channels and at appropriate locations around our club house.</p> <p>Where appropriate, we will identify and address potential language, cultural and disability barriers associated with communicating COVID-19 information to all Club Officials, Instructors and Club members and their immediate families.</p> <p>In conjunction with our state governing body, Dog NSW, we have developed and promoted amongst our members and their immediate families, a range of resources on COVID-19. These can be downloaded here: www.macarthurdtc.org</p>
4.	<p>We have to date, and will continue to liaise and work with our venue owners – Campbelltown Council, to comply with any specific requirements they may have.</p> <p>We have determined physical distancing protocols to be used within shared facility spaces (e.g. inside Club House, Club House veranda area, toilets and training areas), and where appropriate, have clearly marked with signage.</p> <p>We have and will continue to encourage individuals to be respectful of shared space, minimise unnecessary time spent in these areas and observe physical distancing measures.</p>
5.	<p>When we conduct our Member check-in operations, we commit to implementing hygiene and social distancing measures including:</p> <ul style="list-style-type: none"> - marking social distancing for queues; - having hand sanitiser at points of contact; - providing masks & gloves for Book-in personnel ; and - displaying hand washing directions outside toilets.

COVID-19 Safety Plan

Physical distancing	
6.	<p>Club officials have considered the current Government rule on group density. For our 6 Classes the following will apply:</p> <ul style="list-style-type: none">- For the duration of November 2021, we will adhere to the current maximum, including the Instructor, to 20 people per class.- 2022 group density's will be as per Government edicts specified at the time. <p>Classes will continue to adhere to a minimum of 1.5 metres between each member while training.</p>
7.	<p>Club Officials will advise members to leave the training area and car park in a prompt & orderly manner. Socialising after training will be discouraged.</p>
8.	<p>To alleviate congestion around the entry to the Club House, and Inside the Club House itself, entry should be limited to only those personnel that need to be in that area.</p> <p>Social distancing "cones" will be placed outside the Club House for the Members to use as a guide to the appropriate distance between attendees.</p>
9.	<p>We will inform all Club Officials, Instructors & Club Members that immediately on arrival they must scan in using the QR Code and present at the front of the Club House to book-in. Name & contacts details will be ticked off.</p> <p>For the convenience of Club Officials, Instructors & Members, several QR Code scanning sheets will be placed around the Club House area.</p>
10.	<p>Once a Member has book-in, they should retire to their "marked" class area to wait their designated Instructor.</p> <p>While waiting for their Instructor, Member should maintain the appropriate Social Distance operating at that time.</p>
11.	<p>Club Officials, Instructor and members should maintain an appropriate hygiene regime when using the Council Toilet facilities.</p> <p>Any amenity cleaning or maintenance issues should be reported immediately to the Secretary.</p>
Hygiene and Cleaning	
12.	<p>All surfaces in use within the Club House should be wiped down with an appropriate grade disinfectant before use.</p> <p>Masks will be provided for all Club Officials working inside the Club House Area.</p> <p>Hand Sanitiser will be provided inside and outside the Club HouseP.</p> <p>Hand Soap & Paper towels will be supplied in the public toilets.</p> <p>A bin will be placed in front of the Club House for the convenience of the members.</p>
13.	<p>Anyone utilising the training equipment should sanitise their hand, before and after, handling.</p>

COVID-19 Safety Plan

14.	We will store sanitisers, disinfectant solutions and detergents appropriately and use in accordance with the manufacturer's instructions.
15.	We will encourage Club Officials to wear gloves when cleaning and wash their hands thoroughly before and after with soap and water.
16.	We will encourage appropriate cash handling arrangements are in place including the use of correct monetary value to minimise contact and where possible.
17.	We will increase ventilation in indoor areas through opening doors & windows.
Record Keeping	
18.	Including the QR Code, Macarthur Dog Training Club, Inc will keep a manual Book-in record of all Club Officials, Instructors and Members attending Training.
19.	We commit to cooperate fully with NSW Health if contacted in relation to a positive case of COVID-19 and notify SafeWork NSW on 13 10 50.