



## COVID-19: FACILITY MANAGEMENT PLAN

In line with the Victorian State Government sport, cultural and recreational activities guidelines, Tennis Victoria guidelines, and permission from Latrobe City Council, Traralgon Tennis Association is very happy to be able to open our facility for restricted social play and group coaching from today, 13 May 2020.

In order to meet State Government requirements we **must** implement various protocols to enable social play, group coaching and training, to ensure everyone's safety at this time – these are contained in this Facility Management Plan.

The goal of this Facility Management Plan is to provide our members with the safest environment we can to play the game we all love. If we do this right then hopefully we will be able to quicken our return to night and other club competitions.

We all have a responsibility to ourselves, family, friends and our wider community to follow the rules and practise social distancing thus minimising the effects and spread of COVID-19.

### Return to Social Tennis Guidelines & Protocols

From tomorrow we will have 6 courts available for **Social Hitting** (for members only), with a court booking system to manage this. Courts 9, 11, 13, 16 & 18 – plexi-cushion and court 14 as a synthetic option. **Why?** By using only 6 courts we can keep the number of members, at the facility at any one time, to a reasonable number within the guidelines. Having a court between each court being used will assist players with following **social distancing** rules.

A court booking sheet will be used to monitor bookings and allow a 10-minute changeover time between bookings. **Why?** In order for us to assist you in unnecessarily interacting with other members we need to allow 10 minutes – 5 minutes for you to leave and 5 minutes for the next players to arrive.

Courts will only be available to be booked and used whilst the facility is open\*. Our facility will be open to book a court between the hours of 9am to 2pm, 3pm to 7pm, on weekdays, and 9am to 3pm on weekends (subject to weather and suitable playing conditions). **Why?** These times will allow us to ensure that someone from the club is always present to monitor playing sessions by assisting with you signing in and out and guidance regarding the rules and protocols we must all follow.

\* Outside of open hours the facilities will be locked as is currently in place.

Members will need to book a court by phoning the club mobile on 0448 551 610 between 8am and 8pm. Session times will begin on the hour and finish at 10 minutes before the next hour. When booking you will have to provide your name, mobile and names of hitting partners up to 3 i.e. 4 can play doubles – no spectators are allowed, unless they a parent monitoring their own child (they must sign in also). **Why?** Current State law requires that we must record the name and contact details and time of each person using our facilities to ensure quick and effective contact tracing should a COVID-19 case occur at or come in contact with our facility.

When booking you will be allocated a court number and your session time confirmed – if no one has booked the session after yours, you will be able to request an extension to your session however you will need to check availability and confirm this no less than 10 minutes before the end of your session.

The main gate from the car park will be the only gate open for access in and out of the facility. When you arrive for your session you will be welcomed by a Session Co-Ordinator who will confirm your details, playing partners and court allocation. ***Please remember to follow social distancing measures during this process.***

You will then be asked to proceed directly to your court to commence play. At the completion of your session we ask that you exit the facility, via the front gate, within 5 minutes. ***Please remember to follow social distancing measures and also not to congregate in the car park afterwards.***

Members are encouraged to bring your own tennis balls, used balls will be available if you do not have any. You will be welcome to take them home or discard them as they will not be reused.

The clubhouse will **ONLY** be open for use of the toilets.

A Hand Sanitiser Station will be available near the tournament box for use as required.

### **Coaching & Training**

Courts 5 – 8 and Show courts 1, 2 will be used for coaching and training.

The players being coached and training groups will be co-ordinated and monitored by Woofa and Tristan as per the current guidelines, as they have been doing for private coaching.

***Please read the following ‘best practise’ guidelines from Tennis Victoria when using our facilities.***

#### **Before you play**

Please stay at home if you have been exposed to someone with COVID-19 in the last 14 days or have even mild flu-like symptoms. If you are in a **high-risk health** category, please consider whether you should be administering or playing tennis at any time during this period, please do not take unnecessary risks.

#### **Attending tennis activities**

- Only people core to playing or coaching should be at the facility
- This includes at least one parent/guardian of younger children who must be present for the duration of the tennis activity, to comply with relevant Child Safety guidelines. All these people must always be able to observe social distancing (see section below)
- Everyone, regardless of their role, must arrive and leave as close as possible to when they need to at the facility

#### **Social distancing**

- Keep 1.5 metres away from other people and no more than 1 person per 4m<sup>2</sup> while attending / taking part in a tennis activity.
- Remember no handshakes or High Fives, try tapping racquets instead.

#### **Behaviours**

To protect against infection, you should:

- Wash/sterilise your hands before and after you play
- Avoid touching your face while playing.
- Not share water bottles and bring your own bottle, already full.
- Bring your own hand sanitiser
- Cover your coughs and sneezes with your elbow
- Be aware of what surfaces you touch and ensure you clean them after play.

## Tennis activities

- Outdoor tennis activity that can be conducted in small groups of no more than 10 while social distancing. Larger outdoor facilities can permit more than one group of 10, providing they use common sense and distance the groups
- Stagger programs and booking times to create a buffer between sessions for people to enter and leave the facility.
- Full training on court, singles or doubles
- There should be no off-court gatherings. Get in, play and get out.
- If possible, leave gates ajar during opening hours so players do not need to use handles or keypads to enter.

## Facilities

- Clubhouses/rooms are to remain closed, except for use of toilets.
- Have cleaning protocols in place for equipment and facilities.
- No socialising or group meals.
- Closure of café, canteen and bar facilities. Unless professionally operated in which case activities are to be restricted to take away service only – no cash payments.

**At all times, sport and recreation organisations must respond to the directives of Public Health Authorities. Localised outbreaks may require sporting organisations to again restrict activity and those organisations must be ready to respond accordingly. The detection of a positive COVID-19 case in a sporting or recreation club or organisation will result in a standard public health response, which could include quarantine of an individual or large group, and close contacts, for the required period.**

**Users are advised to download the COVIDSafe app**

**This Facility Management Plan will be in place from Wednesday, 13 May 2020 until further notice.**

Authorised and implemented for the Traralgon Tennis Association Inc. by:

Darryl Higginbotham, President

Susie Grumley, Manager

Graham Charlton, Club Captain / Club Coach