

# COVID-19 Safety Plan



Use this form to document your thinking about how you and others will keep safe at your activity during the COVID-19 pandemic and operating within the Covid Protection Framework (CPF). Provide as much information in response to each question as possible. This information will help those working, volunteering, or attending your activity to know exactly what to do and what to expect.

The COVID-19 pandemic is an evolving situation – review your plan regularly and make changes as required. There is guidance on what to think about when working under the CPF: <http://www.worksafe.govt.nz/> and [COVID-19 Protection Framework | Sport New Zealand - Ihi Aotearoa \(sportnz.org.nz\)](https://www.sportnz.org.nz/covid-19-protection-framework)

Please submit this document along with your Health and Safety plan for your event no later than 6 weeks prior to the start date of your event

## Activity details

Activity name: Mainland Indoor Volleyball Champs
Is your activity an event or gathering? Event
Date completed: This form 9/2/2022
Revision date: (To be updated in accordance with GOVT regulations) CVA Meeting 3/2/2022, SSC Board Meeting wc 7/2/2022, SSNZ Board meeting 16/2/2022

	DESCRIBE WHAT YOU WILL DO:	WHO IS RESPONSIBLE:
<p><b>How will you manage the risks of operating your activity under the CPF at red?</b></p>	<p><b>Pre-Activity:</b> Consider communications with stakeholders e.g., schools, venues, contractors (caterers etc.), cancellation timelines and refund policies.</p> <ul style="list-style-type: none"> <li>Christchurch City Council (CCC) venues only considered, as school gymnasiums not available. Continued contact/meetings with CCC to discuss event guidelines with continuing updates</li> <li>Email to schools (both potential entries and also schools that have already registered) following Red settings enforced within CPF. Schools told that there would be a limit to team entries, limited Divisions, and the priority of who will gain spaces within the tournaments</li> <li>H&amp;S information &amp; CPF – Red requirements to be sent to schools &amp; SSNZ in SSNZ template</li> <li>Invoicing of event will not occur until the week of the tournament</li> </ul> <p><b>During Activity:</b> Consider signage, separate entry and exit, checking vaccination passports,</p> <ul style="list-style-type: none"> <li>All divisions will be played within CCC venues, where MVP's are required for entry, and CCC Venue QR codes to be used</li> <li>Signage is shown at both CCC Venues and we will increase signage within the Stadiums (playing arenas)</li> <li>Games will be played in Divisions (100 athletes maximum) and will rotate throughout the day</li> <li>Divisions will only be at the stadium for a maximum of 2 hours so changing rooms outside of playing area will not be used, and a separate toilet facilities will be used for those that need this in the limited time they have there</li> <li>All workers, team management, athletes that are not involved with warming up or playing will be wearing masks</li> </ul>	<ul style="list-style-type: none"> <li>Tournament Director (TD)</li> <li>TD</li> <li>TD</li> <li>CVA</li> <li>CCC &amp; Floor controllers</li> <li>CCC &amp; Floor Controllers</li> <li>TD</li> <li>Floor Controller</li> <li>Floor Controller</li> </ul>
<p><b>How will you ensure all workers, volunteers, and attendees are able to keep themselves safe from exposure to COVID-19?</b></p>	<p><b>Vaccination Passports:</b> Consider venue requirements</p> <ul style="list-style-type: none"> <li>MVPs are mandatory to enter CCC Venues, and those without will not be allowed entry</li> <li>Schools are responsible for ensuring that all participants have MVPs. Our team lists states that all participants must have a MVP and this is signed by the schools Principals</li> </ul> <p><b>Hygiene:</b> Consider facilities and equipment required</p> <ul style="list-style-type: none"> <li>CCC will maintain their own venues</li> <li>CVA will sanitise equipment in between Divisions entering the stadium</li> </ul>	<ul style="list-style-type: none"> <li>CCC &amp; Floor Controller</li> <li>Individual schools</li> <li>CCC</li> <li>Floor Controller</li> </ul>

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<p><b>How will you ensure all workers, volunteers, and attendees are able to keep themselves safe from exposure to COVID-19?</b></p>	<p><b>Contact tracing:</b> <i>Consider QR code placement</i></p> <ul style="list-style-type: none"> <li>• CCC Venues have QR signage and we will place this on Volleyball Tournament specified entry. Team entry will be controlled and all at one time where scanning can be monitored</li> </ul> <p><b>Spectators:</b> <i>Consider signage, checking of vaccination passports</i></p> <ul style="list-style-type: none"> <li>• No spectators will be allowed in the CCC Venues</li> </ul>	<ul style="list-style-type: none"> <li>• CCC</li> <li>• CCC &amp; CVA</li> </ul>
<p><b>How will you manage an exposure or suspected exposure to COVID-19?</b></p>	<p><i>Consider – Isolation procedures, clean down procedures, contacting Healthline.</i></p> <ul style="list-style-type: none"> <li>• Open communication between all team contacts and Tournament Director throughout the tournament</li> <li>• Possible exposure to be covered in pre tournament information provided to schools, and schools will also be asked to have plans prepared</li> <li>• All teams in the Division will be contacted if there is exposure or suspected exposure and to follow procedures from Ministry of Health/Covid Helpline</li> <li>• Necessary authorities contacted for possible exposure</li> <li>• Play in Divisions suspended</li> </ul>	<ul style="list-style-type: none"> <li>• TD</li> <li>• TD</li> <li>• TD</li> <li>• TD</li> <li>• TD</li> </ul>
<p><b>How will you check to see if your work processes and risk controls are effective?</b></p>	<p><i>Consider adapting plans to find better/easier ways to do things.</i></p> <ul style="list-style-type: none"> <li>• Teams will not be allowed entry unless scanned in at entry point for both QR code and MVP</li> <li>• Floor controller to walk the floor ensuring mask wearing</li> <li>• No Division to be allowed into stadium until the previous division has exited and sanitizing/cleaning completed</li> <li>• Contact with each team during the tournament to emphasize protocols followed outside of the stadium</li> </ul>	<ul style="list-style-type: none"> <li>• CCC &amp; Floor Controller</li> <li>• Floor Controller</li> <li>• CCC &amp; Floor Controller</li> <li>• TD</li> </ul>

**Notes:**